

Mayor and Councillors
COUNCIL

23 MARCH 2017

Meeting Status: **Public**

Purpose of Report: For Decision

2017-18 ANNUAL PLAN AND CONSULTATION DOCUMENT

PURPOSE OF REPORT

- 1 This report recommends that the Council adopts:
 - 1.1 the legislatively required components of the draft FutureKāpiti 2017/18 Annual Plan.
 - 1.2 the draft consultation document for the purposes of consulting on the 2017/18 Annual Plan.
 - 1.3 the Joint Wellington Region draft Waste Management and Minimisation Plan 2017-2023, including the Statement of Proposal and the Wellington Region Waste Assessment 2016.

DELEGATION

- 2 Only Council may approve components of an Annual Plan and Annual Plan consultation document as stated under Section 2A(1) of the Governance Structure and Delegations:

“... only Council may perform the following: To lead the development of the LTP and Annual Plan, together with policies and budgets.”

BACKGROUND

- 3 The primary planning assumption underpinning the development of the 2017/18 Annual Plan is that the Council is focused on delivering the third and final year of the FutureKāpiti 2015-35 Long Term Plan, with the exception of the proposed changes outlined in Appendix One of this report.
- 4 The Local Government Act 2012 as amended in 2014 requires Council to prepare and adopt an Annual Plan by 30 June. Councils are not required to consult on the content of an annual plan provided that it contains no significant or material differences from the content of the Long Term Plan to which it relates.
- 5 Where there are significant or material differences then the Council must consult on these proposed changes. Examples of material differences include changes to existing levels of service, significant new expenditure which has not previously been signalled in the Long Term Plan, changes to the limits in the Council's financial strategy or changes to rates and borrowing projections.

- 6 This Council has indicated through workshops that it wishes to engage and consult with the community on the proposed changes to year three of the Long Term Plan regardless of whether or not any of the changes proposed trigger the Council's significance and engagement policy.
- 7 Instead of consulting on a draft Annual Plan, the Act requires the production of a consultation document which cannot simply be a summary of the proposed annual plan. Councils are required to decide what issues and initiatives proposed should be discussed with the community and therefore be included in the consultation document. Details of the issues must be presented in a concise and simple way so people can inform themselves more fully before providing feedback on the draft Annual Plan.
- 8 A further change to the legislation requires Council not to duplicate information that is already contained in the existing Long Term Plan for the year that the draft Annual Plan relates and which is not proposed to be changed through the proposed Annual Plan.
- 9 Elected Members, and representatives of Te Whakaminenga o Kāpiti and the four Community Boards attended three workshops in February where proposed changes to the third year of the Long Term Plan were discussed. The workshops were open to the public and representatives of Grey Power and the Older Persons Council were present and provided input at various points.
- 10 Proposed changes to year three of the FutureKāpiti 2015-35 Long Term Plan, including changes to the Long Term Plan capital work programme, are detailed in Appendix One.
- 11 A table of Annual Plan components are contained in paragraph 14 below. It is recommended that Council adopts these components as they must be available as background information to the public as part of the upcoming consultation process. Full versions of the components are attached as appendices 2 - 14.
- 12 The draft 2017/18 Annual Plan Consultation Document is attached as Appendix 15.
- 13 It is inevitable that minor editorial changes will be required to be made between the document contained in appendices 1-15 being adopted by Council and their publications. Officers recommend delegation to the Mayor, Chair of the Operations and Finance Committee and the Chief Executive to approve such editorial changes.

CONSIDERATIONS

Components of the 2017/18 Annual Plan for adoption

- 14 The component parts of the Annual Plan which officers recommend the Council adopt are listed below:

Appendix	Description
Appendix 2	Cost of activity statements
Appendix 3	Prospective financial statements
Appendix 4	Prospective statement of reserves and special funds

Appendix 5	Prospective funding impact statement – council wide
Appendix 6	Significant accounting policies
Appendix 7	Funding impact statements – rating policies
Appendix 8	Funding impact statement – by activity
Appendix 9	Forecast capital spending
Appendix 10	Disclosure statement
Appendix 11	Forecast of rating units
Appendix 12	Schedule of user fees and charges
Appendix 13	Development Contribution Policy
Appendix 14	Draft Waste Management and Minimisation Plan (WMMP), Statement of Proposal, Wellington Region Waste Assessment 2016

Waste Management and Minimisation Plan

- 15 In accordance with section 43 of the Waste Minimisation Act, Councils must adopt a Waste Management and Minimisation Plan. Councils are obligated to use the special consultative procedure when preparing this plan, as set out in section 83 of the Local Government Act 2002.
- 16 Councils within the Wellington Region have developed a joint draft Waste Management and Minimisation Plan (WMMP) which aims to reduce the amount of waste produced, to better reuse waste resources and to recycle more. The WMMP outlines the actions each council will take around waste management, both regional actions and specific actions for each council, and sets a primary waste reduction target for the region:

To reduce the total quantity of waste sent to landfills by a third over the next 10 years.
- 17 It is proposed that all councils within the Wellington Region consult on the WMMP as part of their 2017/18 Annual Plan consultations. Therefore a section has been included within the draft consultation document which asks for feedback on the Wellington Region WMMP.
- 18 In order to enable public consultation on the WMMP, officers recommend that the Council adopt the Joint Wellington Region draft Waste Management and Minimisation Plan 2017-2023, including the Statement of Proposal and the Wellington Region Waste Assessment 2016. This is in line with section 83 of the Local Government Act 2002.
- 19 Further details on the WMMP are available in Appendix 14.

Draft consultation document

- 20 A consultation document has been produced that updates the community on the progress that has been made through years one and two of the FutureKāpiti 2015-35 Long Term Plan. It outlines proposed changes including costs and rates impacts (where applicable) to year three of the FutureKāpiti 2015-35 Long Term Plan. The draft consultation document is attached as Appendix 15.
- 21 Council has proposed a rates increase of 5.9% for the 2017/18 financial year, which is 1% higher than the 4.9% proposed in the FutureKāpiti 2015-35 Long Term Plan. Additionally, the Long Term Plan financial strategy states a rates increase limit of 5.5%, therefore the proposed rates increase exceeds this limit and would be considered a significant change under the Council's Significance and Engagement policy.
- 22 Exceeding the rates increase limit is considered a significant amendment to the FutureKāpiti Long Term Plan 2015-2035, and therefore the Council is required to use the special consultative procedure noted in section 83 of the Local Government Act 2002. The draft consultation document has been produced in line with this legislation.
- 23 With inflation and depreciation making up 4.5% of the proposed rates increase, there is little scope to address changes arising since the Long Term Plan projections. The proposed 5.9% rates increase allows Council to carry out additional work resulting from new legislative changes and improve community resilience in an environment affected by recent earthquakes and severe weather events, while improving our ability to deliver on Council's economic development strategy.
- 24 The consultation document explains the reason why the rates increase limit has been exceeded, as noted in paragraph 23. It also provides a financial overview including a summary of proposed changes to the Council's existing fees and charges and details how the community can access additional information if they wish to review the proposed changes in full.
- 25 The consultation document invites the community to provide their views on all the proposals discussed within the document. As noted in paragraph 18 above, a section relating to the WMMP has also been included.
- 26 The consultation document has been produced as a small, printed publication which will be made available at Council service centres, libraries and facilities such as the pools. An interactive electronic format of the consultation document will be provided on the Council's website, enabling viewers to easily navigate between the consultation document and detailed underpinning information.
- 27 The design of this consultation document is deliberately similar to that used for consultation on the FutureKāpiti 2015-35 Long Term Plan, and the 2016/17 Annual Plan. The consistent design elements through-out this suite of documents supports the direct link to the Long Term Plan and reinforces that this Annual Plan is primarily about delivering the third and final year of the FutureKāpiti 2015-35 Long Term Plan.
- 28 When making a submission, members of the community will be asked to advise if they wish to speak to their submissions during the hearings process.

Policy considerations

- 29 Council have proposed a rates increase of 5.9% for the 2017/18 financial year. The FutureKāpiti 2015-35 Long Term Plan financial strategy states a rates increase limit of 5.5%, therefore the proposed rates increase would be considered significant under the Council's Significance and Engagement policy. The reason for exceeding the rates increase limit is explained within the consultation document.
- 30 An amendment to the Development Contributions Policy 2015 is also included within the consultation document. The amendment includes wording to allow for reduced Development Contributions for vacant land subdivided prior to 1999. The Development Contributions Policy, including amended wording is attached as Appendix 13.
- 31 A summary of the proposed changes to Council fees and charges, which sits within the Revenue and Financing Policy 2015, has been included within the consultation document. The revised schedule of user fees and charges is attached as Appendix 12.

Legal considerations

- 32 The process being undertaken to develop the 2017/18 Annual Plan and the production of the 2017/18 Annual Plan consultation document meet the requirements of the Local Government Act 2002.

Financial considerations

- 33 The consultation document contains financial information concerning rates and borrowings movements as part of the financial summary and proposed changes to fees and charges. Additional financial information will be available on the Council's website or by referencing the FutureKāpiti 2015-35 Long Term Plan.
- 34 The proposed average rates increase for the 2017/18 financial year is 5.9%.

Tāngata whenua considerations

- 35 In November 2016, Te Whakaminenga o Kāpiti were briefed on the proposed 2017/18 Annual Plan process, and invited to provide a proposal on any key initiatives they wished to see included in the 2017/18 Annual Plan.
- 36 While Te Whakaminenga o Kāpiti chose not to submit a proposal, a representative was present at workshops held in February, to ensure tāngata whenua views were considered as part of the other proposals heard by Council.
- 37 The ART forum of the three local iwi – Te Ātiawa, Ngāti Raukawa and Ngāti Toa Rangatira has provided a vision statement for inclusion at the beginning of the consultation document.

SIGNIFICANCE AND ENGAGEMENT

Degree of significance

- 38 As noted in paragraph 23, due to proposed amendments to the FutureKāpiti Long Term Plan 2015-35, the Council is legislatively required to undertake a special consultative procedure as per section 83 of the Local Government Act 2002. This matter has significance under Council policy. (Paragraph 32 refers.)

Consultation to be undertaken

- 39 A consultation process is planned to occur between 31 March 2017 and 1 May 2017. This will be followed by an opportunity for submitters to the consultation process to be formally heard by Council during the week beginning 15 May 2017.

Engagement planning and publicity

- 40 Council communications and engagement aims to ensure a broad range of residents and ratepayers are involved in the development of the 2017/18 Annual Plan.
- 41 Public involvement will be encouraged by informing the community about issues contained in the consultation document, making printed and electronic versions of the document readily available, providing opportunities for residents and ratepayers to engage with elected members and staff, and providing a range of feedback channels.
- 42 Council will inform the community on issues in the consultation document and opportunities for involvement through local newspaper advertisements, media advisories, Council's website, service centres and libraries, Facebook, Everything Kāpiti e-newsletter and an update to the Express yourself Kāpiti group.
- 43 Opportunities will be provided for the community to engage with elected representatives and staff on the annual plan development, utilising existing local events.
- 44 The community will be invited to provide feedback through a range of channels. They can make a submission online, use the form in the back of the consultation document or use a separate hard copy form that will also be available in libraries and service centres. They can also email their feedback and this will be treated as a submission.
- 45 Comments received through other electronic media such as Facebook and through face-to-face engagement opportunities throughout the consultation period will be captured and reported to Council where possible.

RECOMMENDATIONS

- 46 That Council:
- 46.1 **Agree** that the proposed average rates increase for 2017/18 is 5.9%
 - 46.2 **Agree** to exceed the rates increase limit of 5.5%, as set out in the financial strategy for the FutureKāpiti 2015-35 Long Term Plan
 - 46.3 **Agree** to the proposed changes to year three of the Long Term Plan, which make up the 5.9% increase, as detailed in Appendix One, noting that they will form the basis for consulting with the community
 - 46.4 **Note** that consultation on the 2017/18 Annual Plan will take place from the 31 March to May 2017
 - 46.5 **Adopt** the proposed changes to both the Development Contribution policy and the fees and charges schedule

- 46.6 **Adopt** the contents of the draft 2017/18 Annual Plan contained in Appendices 1-13.
- 46.7 **Adopt** the draft Waste Management and Minimisation Plan, including the Statement of Proposal and Wellington Region Waste Assessment 2016 contained in Appendix 14.
- 46.8 **Adopt** the draft consultation document contained in Appendix 15.
- 46.9 **Delegate** to the Mayor, Chair of the Operations and Finance Committee and Chief Executive the authority to approve minor editorial changes to the material contained in Appendices 1-15 attached to report number SP-17-147 prior to publication.

Report prepared by	Approved for submission	Approved for submission
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ATTACHMENTS

- Appendix 1** Proposed changes to year three of the Long Term Plan 2015-35
- Appendix 2** Cost of activity statements
- Appendix 3** Prospective financial statements
- Appendix 4** Prospective statement of reserves and special funds
- Appendix 5** Prospective funding impact statement – council wide
- Appendix 6** Significant accounting policies
- Appendix 7** Funding impact statements – rating policies
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- Appendix 15** Draft Consultation Document

Proposed changes to year three of the Long Term Plan 2015-35

Proposed changes with a rates impact

No.	Group	Item	Description	Opex	Capex	Impact on Rates
1	Strategy and Planning	Research, Planning and Policy	Further assessments to meet National Policy Statement on Urban Development Capacity requirements	25		0.04%
2	Infrastructure	Stormwater and Wastewater	Additional GWRC resource conditions and methodologies, reprioritisation of works and disposal costs.	225	521	0.41%
3	Infrastructure	Changes approved through 2016/17 Annual Plan	Changes to the Stride N'Ride programme and Paekākāriki Seawall delivery programme.		3,685	0.15%
4	Corporate Services	ICT	Additional funding to support software and infrastructure projects, and hardware maintenance.	60	485	0.12%
5	Corporate Services	Self-insurance reserve	To ensure funding is available for unexpected events including storms and flooding.	150	250	0.27%
6	Community Services	District Pools	Key asset management work	248	101	0.44%
7	Community Services	Parks and Reserves	Asset management and park design costs	82	75	0.14%
8	Community Services	Property	Upgrade to Senior Net building		81	<0.01%
9	Community Services	Civil Defence and EOC equipment	Replacement of equipment		10	<0.01%
10	Community Boards	Four projects across the district	Haruatai Park BBQ, Waikanae Beach Hall renewal, Paekākāriki walkway, Makarini St enhancement.	13	104	0.04%
11		Additional FTEs with budget requirements	Economic Development, Corporate Planning and Reporting, Iwi Partnerships, Research, Policy and Planning	304		0.52%

Proposed changes to the LTP capital works programme

No.	Group	Item	Planned financial year	2016/17 \$000	2017/18 \$000	2018/19 \$000
12	Infrastructure	NZTA Major Bridge Repairs	2017/18	(50)	50	
13	Infrastructure	CWB Capital UCF	2017/18	(200)	200	
14	Infrastructure	Coastal Protection Paekākāriki	2018/19	(800)		800
15	Infrastructure	Strategic Land Purchase	2017/18	(1,380)	380	1,000
16	Infrastructure	Town Centre Major Connectors	2018/19	(500)		500
17	Infrastructure	Paraparaumu / Raumati WWPS Renewals Unplanned	2018/19		(50)	50
18	Infrastructure	Paraparaumu / Raumati RETIC Renewals Unplanned	2018/19		(150)	150
19	Infrastructure	Waikanae RETIC Renewals Planned	2018/19		(100)	100
20	Infrastructure	Ōtaki RETIC Renewals Planned	2018/19		(100)	100
21	Community Services	Waikanae Library / Mahara Gallery	2018/19		(3,509)	3,509
22	Community Services	Waikanae Library / Mahara Gallery	2017/18	(492)	492	
23	Community Services	Waikanae New Toilets	2018/19	(88)		88
24	Community Services	Ōtaki Beach Development	2018/19		(200)	200
25	Community Services	Ōtaki Theatre	2017/18	(52)	52	

26	Community Services	Ōtaki Museum	2017/18	(31)	31	
27	Community Services	EQP Remedial works	2017/18	(120)	120	
28	Community Services	Civil Defence	2017/18	(11)	11	
29	Community Services	Awa Tapu Cemetery	2017/18	(82)	82	
30	Community Services	Public Art	2017/18	(80)	80	
31	Community Services	Ōtaki Pool	2017/18	(2,237)	2,237	
32	Corporate Services	Council Software Systems	2017/18	(100)	100	
33	Corporate Services	Technical Infrastructure	2017/18	(50)	50	
Total				(6273)	(224)	6497

Community Board proposals with no rates or borrowings impact

No.	Community Board	Item	Description	Response
34	Ōtaki	CWB Extension on PP20 Roothing Project	Negotiation of the extension of the CWB on the next section of the RoNS.	Council to work with NZTA to provide a CWB facility on the old state highway (through the revocation project)
35	Ōtaki	Ōtaki River mouth	Installation of toilets at the Ōtaki River mouth	Council to advocate for GWRC to install the toilets, and will provide a submission through the GWRC Annual Plan
36	Ōtaki	Art Sculpture	Consideration for funding an Art Sculpture to express Ōtaki's identity through a major piece of art.	The Terms of Reference for the Public Art Panel are currently undergoing review. When this review is completed and the panel reconvened, the development of a district wide programme for public art will recommence.
37	Ōtaki	Ōtaki Library	A second toilet at the Otaki Library.	To be considered alongside the Community Facilities study work and other public toilet options (e.g. Memorial Hall)
38	Ōtaki	Ōtaki Library	A solution to the issue of teenagers using the raised garden a step up to swing off the guttering.	Council to investigate alternative solutions to the problem that can be achieved from existing operating budgets.
39	Waikanae	Future Waikanae Beach Programme	Allocation of \$50K to complete the Futures Waikanae Beach programme and character assessment	The costs associated with a character study and potential draft plan change can be accommodated within existing budget.
40	Paraparaumu / Raumati	Paraparaumu East community	Development of a Local Outcome Statement	The Local Outcome Statement request will be considered alongside other related requests.

Appendix 2: Cost of activity statements

How much our infrastructure management will cost us in 2017/18

Water Management

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	3,922	4,091	3,888
Depreciation and amortisation	2,738	2,935	2,704
Finance expense	1,798	1,868	1,857
Operating expenditure	8,458	8,894	8,449
Revenue			
Fees and charges	39	41	39
Development and financial contributions	103	106	103
Operating revenue	142	147	142
NET OPERATING COSTS	8,316	8,747	8,307
Capital items			
Asset renewal	847	698	568
New assets/ upgrade	158	154	105
Total capital items	1,005	852	673
NET COST OF ACTIVITY	9,321	9,599	8,980
Funding sources			
Rates	8,289	8,731	8,282
Borrowings	158	154	105
Depreciation reserve	847	698	568
Reserves & special funds	(103)	(106)	(103)
Unfunded depreciation	130	122	128
TOTAL SOURCES OF FUNDS	9,321	9,599	8,980

Access and transport

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	4,896	4,939	4,923
Depreciation and amortisation	5,121	5,276	5,764
Finance expense	1,627	1,389	1,617
Operating expenditure	11,644	11,604	12,304
Revenue			
Fees and charges	62	63	62
Grants and subsidies	4,532	4,308	4,395
Development and financial contributions	201	207	201
Other operating revenue	266	270	266
Operating revenue	5,061	4,848	4,924
NET OPERATING COSTS	6,583	6,756	7,380
Capital items			
Asset renewal	2,068	2,103	2,123
New assets and upgrades	6,326	4,345	5,053
Total capital items	8,394	6,448	7,176
NET COST OF ACTIVITY	14,977	13,204	14,556
Funding sources			
Rates	5,940	5,954	6,631
Borrowings	4,388	2,751	3,256
Depreciation reserve	2,068	2,103	2,123
Reserves & special funds	(201)	(207)	(201)
Unfunded depreciation	2,782	2,603	2,747
TOTAL SOURCES OF FUNDS	14,977	13,204	14,556

Coastal management

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	340	350	357
Depreciation and amortisation	430	671	433
Finance expense	231	372	329
Operating expenditure	1,001	1,393	1,119
Revenue			
	-	-	-
Operating revenue	-	-	-
NET OPERATING COSTS	1,001	1,393	1,119
Capital items			
Asset renewal	1,609	2,742	5,975
New assets / upgrades	26	32	31
Total capital items	1,635	2,774	6,006
NET COST OF ACTIVITY	2,636	4,167	7,125
Funding sources			
Rates	830	1,233	950
Borrowings	26	32	31
Depreciation reserve	1,609	2,742	5,975
Unfunded depreciation	171	160	169
TOTAL SOURCES OF FUNDS	2,636	4,167	7,125

Wastewater Management

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	4,348	4,441	4,471
Depreciation and amortisation	3,116	2,660	3,057
Finance expense	938	843	919
Operating expenditure	8,402	7,944	8,447
Revenue			
Development and financial contributions	150	154	150
Operating revenue	150	154	150
NET OPERATING COSTS	8,252	7,790	8,297
Capital items			
Asset renewal	1,481	1,436	1,817
New assets / upgrade	2,799	944	203
Total capital items	4,280	2,380	2,020
NET COST OF ACTIVITY	12,532	10,170	10,317
Funding sources			
Rates	7,724	7,309	7,777
Borrowings	2,799	944	203
Depreciation reserve	1,481	1,436	1,817
Reserves & special funds	(150)	(154)	(150)
Unfunded depreciation	678	635	670
TOTAL SOURCES OF FUNDS	12,532	10,170	10,317

Stormwater Management

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	1,362	1,332	1,548
Depreciation and amortisation	1,163	1,219	1,246
Finance expense	1,024	1,126	940
Operating expenditure	3,549	3,677	3,734
Revenue			
Fees and charges	66	68	66
Development and financial contributions	52	54	52
Operating revenue	118	122	118
NET OPERATING COSTS	3,431	3,555	3,616
Capital items			
Asset renewal	774	-	-
New assets / upgrades	2,138	1,482	1,971
Total capital items	2,912	1,482	1,971
NET COST OF ACTIVITY	6,343	5,037	5,587
Funding sources			
Rates	3,483	3,609	3,668
Borrowings	2,138	1,482	1,971
Depreciation reserve	774	-	-
Reserves & special funds	(52)	(54)	(52)
TOTAL SOURCES OF FUNDS	6,343	5,037	5,587

Solid waste

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	755	728	808
Depreciation and amortisation	331	463	438
Finance expense	186	170	97
Operating expenditure	1,272	1,361	1,343
Revenue			
Fees and charges	538	537	538
Operating revenue	538	537	538
NET OPERATING COSTS	734	824	805
Capital items			
Asset renewal	522	533	518
Total capital items	522	533	518
NET COST OF ACTIVITY	1,256	1,357	1,323
Funding sources			
Rates	734	824	755
Depreciation reserve	522	533	518
Movement in other reserves	-	-	50
TOTAL SOURCES OF FUNDS	1,256	1,357	1,323

How much our community services will cost us in 2017/18

Economic development

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	1,769	1,833	1,848
Depreciation and amortisation	110	155	154
Finance expense	510	671	556
Operating expenditure	2,389	2,659	2,558
Revenue			
Fees and charges	50	52	12
Other operating revenue	-	-	-
Operating revenue	50	52	12
NET OPERATING COSTS	2,339	2,607	2,546
Capital items			
New assets / upgrades	2,935	2,601	2,976
Total capital items	2,935	2,601	2,976
NET COST OF ACTIVITY	5,274	5,208	5,522
Funding sources			
Rates	2,339	2,607	2,546
Borrowings	2,935	2,601	2,976
TOTAL SOURCES OF FUNDS	5,274	5,208	5,522

Community Facilities and Community Support

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	3,692	4,077	3,827
Depreciation and amortisation	913	1,010	923
Finance expense	163	18	47
Operating expenditure	4,768	5,105	4,797
Revenue			
Fees and charges	1,155	1,212	1,202
Development and financial contributions	48	50	48
Operating revenue	1,203	1,262	1,250
NET OPERATING COSTS	3,565	3,843	3,547
Capital items			
Asset renewal	540	494	461
New assets / upgrades	432	17	336
Total capital items	972	511	797
NET COST OF ACTIVITY	4,537	4,354	4,344
Funding sources			
Rates	2,470	2,824	2,467
Borrowings	432	17	336
Depreciation reserve	540	494	461
Reserves & special funds	[48]	[50]	[48]
Unfunded depreciation	1,143	1,069	1,128
TOTAL SOURCES OF FUNDS	4,537	4,354	4,344

Parks and Open Spaces

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	4,068	4,171	4,227
Depreciation and amortisation	1,079	1,121	1,206
Finance expense	281	117	338
Operating expenditure	5,428	5,409	5,771
Revenue			
Fees and charges	158	163	158
Development and financial contributions	521	538	521
Operating revenue	679	701	679
NET OPERATING COSTS	4,749	4,708	5,092
Capital items			
Asset renewal	755	484	606
New assets / upgrades	989	807	781
Total capital items	1,744	1,291	1,387
NET COST OF ACTIVITY	6,493	5,999	6,479
Funding sources			
Rates	4,559	4,581	4,901
Borrowings	702	542	678
Depreciation reserve	744	484	606
Internal balances	-	-	10
Reserves & special funds	(223)	(273)	(418)
Unfunded depreciation	711	665	702
TOTAL SOURCES OF FUNDS	6,493	5,999	6,479

Recreation and Leisure

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	6,883	7,458	7,347
Depreciation and amortisation	1,509	1,646	1,759
Finance expense	1,352	1,626	1,188
Operating expenditure	9,744	10,730	10,294
Revenue			
Fees and charges	1,543	1,656	1,625
Grants and subsidies	35	1,786	41
Operating revenue	1,578	3,442	1,666
NET OPERATING COSTS	8,166	7,288	8,628
Capital items			
Asset renewal	4,365	214	2,283
New assets / upgrades	1,647	4,113	3,087
Total capital items	6,012	4,327	5,370
NET COST OF ACTIVITY	14,178	11,615	13,998
Funding sources			
Rates	8,166	9,037	8,628
Borrowings	1,647	2,289	3,087
Depreciation reserve	4,365	214	2,283
Reserves & special funds	-	75	-
TOTAL SOURCES OF FUNDS	14,178	11,615	13,998

How much our planning and regulatory services will cost us in 2017/18

Districtwide planning

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	3,141	2,735	3,051
	-	-	-
Operating expenditure	3,141	2,735	3,051
Revenue			
	-	-	-
Operating revenue	-	-	-
NET OPERATING COSTS	3,141	2,735	3,051
Capital Items			
	-	-	-
Total capital items	-	-	-
NET COST OF ACTIVITY	3,141	2,735	3,051
Funding sources			
Rates	3,141	2,735	3,051
	-	-	-
TOTAL SOURCES OF FUNDS	3,141	2,735	3,051

Regulatory services

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	8,026	8,628	8,550
Depreciation and amortisation	7	7	9
Finance expense	15	15	11
Operating expenditure	8,048	8,650	8,570
Revenue			
Fees and charges	3,400	3,303	3,715
Operating revenue	3,400	3,303	3,715
NET OPERATING COSTS	4,648	5,347	4,855
Capital items			
New assets / upgrades	13	26	58
Total capital items	13	26	58
NET COST OF ACTIVITY	4,661	5,373	4,913
Funding sources			
Rates	4,648	5,347	4,855
Borrowings	13	26	58
TOTAL SOURCES OF FUNDS	4,661	5,373	4,913

How much our governance and tāngata whenua activity will cost us in 2017/18

Governance and Tāngata whenua

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Expenditure			
Other operating expenditure	4,786	4,544	4,710
Depreciation and amortisation	48	50	51
Finance expense	69	69	43
Operating expenditure	4,903	4,663	4,804
Revenue			
Fees and charges	611	515	524
Interest income	64	60	60
Operating revenue	675	575	584
NET OPERATING COSTS	4,228	4,088	4,220
Capital items			
Asset renewal	523	485	487
New assets / upgrades	31	24	-
Total capital items	554	509	487
NET COST OF ACTIVITY	4,782	4,597	4,707
Funding sources			
Rates	4,257	4,112	4,245
Borrowings	31	24	-
Depreciation reserve	65	12	30
Reserves & special funds	429	449	432
TOTAL SOURCES OF FUNDS	4,782	4,597	4,707

Appendix 3: Prospective financial statements

The accounting policies form part of these prospective financial statements.

Prospective statement of comprehensive revenue and expense			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Revenue			
Rates	56,867	60,407	60,701
Fees and charges	7,899	7,842	8,215
Grants and subsidies	4,567	6,094	4,436
Development and financial contributions revenue	1,075	1,109	1,075
Other operating revenue	333	8,151	353 ¹
Total revenue excluding gains	70,741	83,603	74,780
Expenses			
Operating expenses	48,057	49,670	50,098
Depreciation and amortisation	17,569	18,257	18,910
Total expenses	65,626	67,927	69,008
Interest			
Interest income	1,140	210	1,520
Finance expense	9,408	8,707	9,581
Total interest costs	8,268	8,497	8,061
OPERATING SURPLUS/(DEFICIT)	(3,153)	7,179	(2,289)
Unrealised gains/(losses)			
Unrealised gain/(loss) on revaluation of financial derivatives	-	278	-
Total unrealised gains/(losses)	-	278	-
NET OPERATING SURPLUS/(DEFICIT)	(3,153)	6,901	(2,289)
Other comprehensive revenue and expense			
Revaluation of property plant and equipment	32,633	16,208	16,208
Total other comprehensive revenue and expense	32,633	16,208	16,208
TOTAL COMPREHENSIVE REVENUE AND EXPENSE	29,480	23,109	13,919

Significant variances to the long term plan

1. The reduction in Other operating revenue relates to a change in the timing of the vesting of the existing SH1 [from Mackays to Peka Peka] to Council. This is now planned to occur in 2018/19.

Prospective statement of changes in equity			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Opening Equity	1,317,003	1,334,462	1,339,764
ACCUMULATED FUNDS			
Opening accumulated funds	562,537	571,243	566,140 ²
Operating surplus/(deficit)	(3,153)	6,901	(2,289)
Transfers to reserves and special funds	(546)	(2,310)	(503)
Transfers from reserves and special funds	857	2,361	487
Closing accumulated funds	559,695	578,195	563,835
RESERVES AND SPECIAL FUNDS			
Opening reserves and special funds	2,531	3,161	2,528
Transfers to accumulated funds	(857)	(2,361)	(487)
Transfers from accumulated funds	546	2,310	503
Closing reserves and special funds	2,220	3,110	2,544
REVALUATION RESERVE			
Opening revaluation reserve	751,935	760,058	771,096 ³
Revaluation of property, plant and equipment	32,633	16,208	16,208
Closing revaluation reserve	784,568	776,266	787,304
CLOSING EQUITY	1,346,483	1,357,571	1,353,683

Significant variances to the long term plan

2. Council's actual unrealised losses on financial derivatives in 2016/17 were higher than anticipated due to falling interest rates during the year.
3. Council's actual revaluation of its three water infrastructure assets in 2015/16 was higher than expected.

Prospective statement of financial position			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Current Assets			
Cash and cash equivalents	200	200	200
Trade and other receivables	7,064	7,468	7,478
Inventories	100	148	148
Other financial assets	40,480	-	15,400 ⁴
Loans	55	113	59
Total current assets	47,899	7,929	23,285
Non-Current Assets			
Property plant and equipment	1,538,602	1,543,470	1,546,617
Forestry assets	435	81	378
Intangible assets	875	792	2,730
Other financial assets	2,216	2,817	2,675
Loans	613	879	558
Total non-current assets	1,542,741	1,548,039	1,552,958
TOTAL ASSETS	1,590,640	1,555,968	1,576,243
Current Liabilities			
Trade and other payables	22,222	17,072	19,147
Employee benefit	2,279	2,336	2,336
Deposits	770	900	760
Borrowings	70,004	20,000	25,000 ⁴
Provisions	561	572	648
Derivative financial instruments	352	-	558
Total current liabilities	96,188	40,880	48,449
Non-Current Liabilities			
Employee benefit	253	260	260
Borrowings	129,062	147,570	161,361 ⁴
Provisions	2,373	2,420	2,134
Derivative financial instruments	16,281	7,267	10,356
Total non-current liabilities	147,969	157,517	174,111
TOTAL LIABILITIES	244,157	198,397	222,560
Public Equity			
Accumulated funds	559,695	578,195	563,835
Reserves and special funds	2,220	3,110	2,544
Revaluation reserve	784,568	776,266	787,304
TOTAL PUBLIC EQUITY	1,346,483	1,357,571	1,353,683
TOTAL LIABILITIES AND PUBLIC EQUITY	1,590,640	1,555,968	1,576,243

Significant variances to the long term plan

4. To secure lower borrowing cost Council plans to prefund borrowings maturing in 2018/19.

Prospective cash flow statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Cash flows from operating activities			
<i>Cash was provided from:</i>			
Kapiti Coast District Council rates	56,866	51,345	60,701
Grants and subsidies	1,595	3,086	1,543
Interest received	940	211	1,140
Charges and fees	9,099	17,827	9,663
GST (net)	284	90	290
	68,784	72,559	73,337
<i>Cash was applied to:</i>			
Payments to employees and suppliers	45,520	48,930	50,715
	45,520	48,930	50,715
Net cash inflow from operating activities	23,264	23,629	22,622
Cash flows from investing activities			
<i>Cash was provided from:</i>			
Sale of investments	10,088	-	80,050 ⁵
Proceeds from capital grants	4,972	3,008	2,893
	15,060	3,008	82,943
<i>Cash was applied to:</i>			
Construction and purchase of property, plant and equipment and Intangibles	34,184	23,960	32,937
Purchase of investments	35,120	370	40,000 ⁵
	69,304	24,330	72,937
Net cash (outflow)/inflow from investing activities	(54,244)	(21,322)	10,006
Cash flows from financing activities			
<i>Cash was provided from:</i>			
Long-term borrowing	50,000	6,400	55,481 ⁵
	50,000	6,400	55,481
<i>Cash was applied to:</i>			
Interest paid	9,220	8,707	9,389
Long-term borrowing	10,000	-	78,720 ⁶
	19,220	8,707	88,109
Net Cash (outflow)/inflow from financing activities	30,780	(2,307)	(32,628)
Net Increase/(Decrease) in Cash and Cash Equivalents	[200]	-	-
Total Cash and Cash Equivalents at 1 July	400	200	200
TOTAL CASH AND CASH EQUIVALENTS AT END OF THE PERIOD	200	200	200

Significant variances to the long term plan

- To secure lower borrowing cost Council plans to prefund \$80 million of debt maturing during the year and part prefund debt maturing in 2018/19.
- The change in Borrowings relates to \$80 million of debt actually maturing in 2017/18. This was erroneously budget in the Long term plan in 2016/17.

Appendix 4: Prospective statement of reserve and special funds

Reserves are held to ensure that funds received for a specified purpose are applied to that purpose and any surplus result is managed in accordance with the purpose for which the reserve was established. The council holds seven reserves, of which three are classified as restricted reserves.

Restricted reserves are subject to rules under legal obligation that restrict the uses to which council may apply the funds. The remaining council-created reserves are discretionary reserves which have been established for the fair and transparent use of funds.

Reserves are not separately held in cash and the funds are managed as part of the council's treasury management activities.

Below is a list of current reserves held by council, outlining the purpose for holding each reserve as well as the activity to which the reserve relates.

	Prospective opening balance 1 July 2017 \$000	Revenue/ transfers from accumulated funds \$000	Expenditure/ transfers to accumulated funds \$000	Prospective closing balance 30 June 2018 \$000
Council restricted reserves				
Waikanae Property Fund The purpose of the reserve is to fund improvements to council-owned properties in Waikanae. The source of funds is the proceeds from the sale of other council property in the Waikanae Ward (excluding district wide funded properties).	85	6	-	91
Waikanae Capital Improvement Fund The purpose of the reserve is to fund capital improvements in the Waikanae Ward and also to provide capital grants to Waikanae organisations in accordance with approved criteria. The source of funds is the Waikanae Ward's share of the property assets of the Horowhenua County Council and interest earned on the capital sum.	1,145	47	(30)	1162
Plant Purchase and Renewal Fund The purpose of the reserve is to fund ongoing replacement of plant and vehicles when required. The reserve is funded from the depreciation charge on current plant and vehicles.	392	292	(457)	227
Total council restricted reserves	1,622	345	(487)	1,480

	Prospective opening balance 1 July 2017 \$000	Revenue/ transfers from accumulated funds \$000	Expenditure/ transfers to accumulated funds \$000	Prospective closing balance 30 June 2018 \$000
Council created reserves				
Road Reserve Upgrading Contributions The purpose of the reserve is to fund road upgrading works. The source of funds is the road upgrading development contributions from developers and interest earned.	785	-	-	785
Election Reserve The purpose of the reserve is to fund the three yearly election cycle. The reserve is funded from rates.	-	-	-	-
Contingency Fund The purpose of the reserve is to fund unexpected expenditure across the District, e.g. leaky home claims, flood events and insurance excess.	6	150	-	156
Paekākāriki Campe Estate The purpose of the reserve is to fund administration of the Paekākāriki Campe Estate for the benefit of the youth of Kāpiti. The source of the funds is the proceeds from sale of the property owned by Mr Campe plus interest earned on the capital sum.	115	8	-	123
Total council created reserves	906	158	-	1,064
Total reserve and special funds	2,528	503	(487)	2,544

Appendix 5: Prospective funding impact statement – council-wide

	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	12,540	14,381	14,305
Targeted rates	44,837	46,428	46,905
Grants and subsidies for operating purposes	1,594	1,655	1,543
Fees and charges	7,196	7,219	7,527
Interest and dividends from investments	1,140	210	1,520
Local authorities fuel tax, fines, infringement fees, and other	526	8,274	532
Total operating funding	67,833	78,167	72,332
Applications of operating funding			
Payment to staff and suppliers	48,057	49,623	50,098
Finance costs	9,408	8,657	9,581
Internal charges and overheads applied	-	-	-
Other operating funding applications	-	-	-
Total applications of operating funding	57,465	58,280	59,679
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	10,368	19,887	12,653
Sources of capital funding			
Grants and subsidies for capital expenditure	2,972	4,439	2,893
Development and financial contributions	1,075	1,109	1,075
Increase/ (decrease) in debt	17,708	14,600	15,046
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	21,755	20,148	19,014
Applications of capital funding			
Capital expenditure			
>to meet additional demand	-	-	370
>to improve the level of service	17,708	14,600	15,046
>to replace existing assets	14,406	9,691	15,446
Increase/ (decrease) in reserves	9	15,744	805
Increase/ (decrease) in investments	-	-	-
Total applications of capital funding	32,123	40,035	31,667
SURPLUS/ (DEFICIT) OF CAPITAL FUNDING	[10,368]	[19,887]	[12,653]
FUNDING BALANCE	-	-	-

Appendix 6: Significant accounting policies

Statement of accounting policies

Reporting entity

Kāpiti Coast District Council (council) is a territorial local authority domiciled in New Zealand and is governed by the Local Government Act 2002.

The primary objective of council is to provide goods or services for the community and social benefits to the residents of the Kāpiti coast, rather than making a financial return. Accordingly, council has designated itself as a public benefit entity (PBE) for the purposes of the accounting standards framework applicable to public sector entities.

The financial statements presented include a prospective statement of comprehensive revenue and expense, a prospective statement of changes in equity, a prospective statement of financial position and a prospective cash flow statement with supporting notes, encompassing all activities of council.

In order to meet its obligations of public accountability, council has also included separate funding impact statements for the whole of council and for each activity.

Statement of compliance

The prospective financial statements have been prepared in accordance with the requirements of the Local Government Act 2002 and comply with generally accepted accounting practice in New Zealand (NZ GAAP).

The prospective financial statements comply with the standards for public sector public benefit entities reporting under tier 1 of the framework and have

been prepared in accordance with the public benefit entity financial reporting standard 42: *Prospective Financial Statements* (PBE FRS 42)

Basis of preparation

The prospective financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000's) unless otherwise stated. The functional currency of council is New Zealand dollars.

The prospective financial statements have been prepared on a historical cost basis, except for land and buildings, infrastructural assets, forestry assets, derivative financial instruments, provisions and employee entitlements which have been measured at fair value.

The Council, which is authorised to do so and believes that the assumptions underlying these prospective financial statements prepared in accordance with PBE FRS 42 are appropriate, has approved these prospective financial statements for distribution on **XX XXXX 2017**.

The Council and its executive management team accept responsibility for the preparation of the prospective financial statements, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures.

No actual financial results have been incorporated within the prospective financial statements.

The purpose for which the prospective financial statements have been prepared is to enable the public to participate in the decision making processes

as to the services to be provided by Council for the financial year 2017/18, to provide a broad accountability mechanism of the Council to the community and to comply with the reporting requirements of the Local Government Act 2002 in presenting the Annual Plan.

The information contained within these prospective financial statements may not be suitable for use in another capacity.

Accounting judgements and estimations

The preparation of the prospective financial statements requires management to make judgements, estimates and assumptions concerning the future that affect the application of policies and reported amounts of assets, liabilities, revenue and expenses. These estimates and assumptions may differ from subsequent actual results. The judgements, estimates and assumptions are based on historical experience and other factors which are reviewed on an on-going basis.

Significant judgments, estimates and assumptions have been used for measurement of the following:

- the cost of our environmental obligations in respect to the closure of the Otaihanga landfill,
- the valuation of infrastructural assets, forestry assets, parks and reserves,
- the determination of estimated useful lives and residual values for property, plant and equipment,
- the valuation of long term employee entitlements, and
- the valuation of financial derivatives.

Revenue

Revenue is recognised to the extent that it is probable that the economic benefits or service potential will flow to council and the revenue can be reliably measured, regardless of when the payment is made.

Revenue is measured at the fair value of consideration received or receivable, taking into account contractually defined terms of payment and excluding taxes or duty.

Revenue from non-exchange transactions

Rates

- (i) General and targeted rates (excluding water meter volumetric charges)

General and targeted rates are set annually by way of a rates resolution by council. Council recognises revenue from rates when the rates are set and the rates assessments have been provided. Rates revenue is measured at the amount assessed, which is the fair value of the cash received or receivable. Rates are invoiced in quarterly instalments within the financial year.

- (ii) Rates collected on behalf of Greater Wellington Regional Council (GWRC)

Rates collected on behalf of GWRC are not recognised in the statement of comprehensive revenue and expenses as council acts as an agent for GWRC.

Fees and charges

- (i) Rendering of services

Rendering of services at a price that is not approximately equal to the value of the service provided by council is considered a non-exchange transaction. This includes rendering of services where the price does not allow council to fully recover the cost of providing the service (such as

resource consents, building consents, water connections, dog licensing, etc.), and where the shortfall is subsidised by income from other activities, such as rates. Generally, there are no conditions attached to such revenue.

Revenue from such subsidised services is recognised when council issues the invoice or bill for the service. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the service.

Revenue is recognised by reference to the stage of completion of the service to the extent that council no longer has an obligation to refund the cash received from the service (or to the extent that the customer has the right to withhold payment from council for the service) if the service is not completed.

- (ii) Sale of goods

Sale of goods or services at a price that is not approximately equal to the value of the goods provided by council is considered a non-exchange transaction. This includes sales of goods where the price does not allow council to fully recover the cost of producing the goods, and where the shortfall is subsidised by income from other activities such as rates.

Revenue from the sale of such subsidised goods is recognised when council issues the invoice or bill for the goods. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the goods.

Government grants

Revenues from non-exchange transactions with the government and government agencies are recognised when council obtains control of the transferred asset (cash, goods, services, or property), and:

- it is probable that the economic benefits or service potential related to the asset will flow to council and can be measured reliably, and
- the transfer is free from conditions that require the asset to be refunded or returned to the government if the conditions are not fulfilled.

Revenue from government grants and funding is measured at the fair value of the assets (cash, goods, services, or property) transferred over to council at the time of transfer.

To the extent that there is a condition attached that would give rise to a liability to repay the grant amount or to return the granted asset, a deferred revenue liability is recognised instead of revenue. Revenue is then recognised only once council has satisfied these conditions.

Fines and penalties

Council recognises revenue from fines and penalties (such as traffic and parking infringements) when the notice of infringement or breach is served by council.

Donated or vested assets

Where a physical asset is acquired for nil or nominal consideration, the fair value of the asset received is recognised as revenue. Assets vested to council are recognised as revenue when control over the asset is transferred to council.

Revenue from exchange transactions

Rates

- (i) Targeted water rates by meter (volumetric charge)

Water rates are based on a fixed portion plus a volumetric charge for usage once the service has been delivered.

Fees and charges

(i) Sale of goods

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods, and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to council.

Development and financial contributions

Development and financial contributions are recognised as revenue when council provides, or is able to provide, the service for which the contribution was charged.

Interest revenue

Interest income is recognised when earned using the effective interest rate method.

Rental revenue

Rental revenue arising from operating leases is accounted for on a straight-line basis over the lease terms and is included in revenue in surplus or deficit in the statement of comprehensive revenue and expense due to its operating nature.

Expenses

Other operating expenses

Grants and sponsorships

Discretionary grants (where approval or rejection is at council discretion) are recognised as expenditure when council approves the grant and communication to this effect is made to the applicant.

Non-discretionary grants (which are awarded if the criteria for the grant are met) are recognised as expenditure when the grant is approved.

Borrowing costs

Borrowing costs, including interest expense are recognised as expenditure in the period in which they are incurred.

Operating leases (council as lessee)

Council leases certain property, plant and equipment under operating leases. Payments made under these leases (net of any incentives received from the lessor) are expensed on a straight-line basis over the term of the lease.

Goods and Services Tax (GST)

All items in the prospective financial statements are stated exclusive of GST except for receivables and payables which include GST billed.

Other gains and losses

Other gains and losses include fair value adjustments on financial instruments at fair value through surplus or deficit.

Assets

Property, plant and equipment

Property, plant and equipment is categorised into:

- (i) Operational assets – these are used to provide core council services (e.g. buildings, plant and equipment, library books).
- (ii) Infrastructural assets – these are the fixed utility systems owned by council that are required for the infrastructure network to function. They include roading, water, wastewater and storm water networks.
- (iii) Restricted assets – the use or transfer of these assets is legally restricted. They include parks and reserves.

The council does not pledge any property, plant and equipment as collateral for borrowings and none are subject to finance leases.

Initial recognition

Property, plant and equipment is initially recognised at cost, or in the case of vested assets that are acquired for nil or nominal cost, at fair value. The initial cost includes all costs (other than borrowing costs) that are directly attributable to constructing or acquiring the asset and bringing it into the location and condition necessary for its intended use.

Subsequent costs

Subsequent expenditure that extends or expands an asset's service potential is capitalised.

The costs of day-to-day servicing of property, plant and equipment are expensed as they are incurred.

Carrying value

Property, plant and equipment is carried at historical cost less accumulated depreciation and impairment, except for land, buildings and infrastructural assets which are carried at fair value less depreciation and impairment.

Revaluation

Valuations for council's land, buildings and infrastructural assets are performed with sufficient regularity to ensure their carrying amounts are maintained at fair value. The valuations are performed by independent qualified valuers. In addition, the carrying values are assessed annually to ensure that they do not differ materially from the asset's fair values. If there is a material difference, then off-cycle revaluations are performed on the relevant asset class.

Gains or losses arising on revaluation are recognised in other comprehensive revenue and expense and are accumulated in an asset revaluation reserve for the

class of assets. Where this results in a debit balance in the reserve for a class of assets, the balance is expensed in surplus or deficit in the statement of comprehensive revenue and expense. Any subsequent increase in value that offsets a previous decrease in value will be recognised firstly in surplus or deficit in the statement of comprehensive revenue and expense up to the amount previously expensed, with any remaining increase recognised in the revaluation reserve.

Work in progress

Capital work in progress is recognised at cost less impairment and is not depreciated.

The cost of assets within work in progress is transferred to the relevant asset class when the asset is in the location and condition necessary for its intended use.

Disposal

Gains and losses on disposal of property, plant and equipment are recognised in surplus or deficit in the statement of comprehensive revenue and expense in the financial year in which they are sold. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated funds.

Depreciation

Depreciation is charged on a straight-line basis at rates calculated to allocate the cost or valuation of an item of property, plant or equipment less any residual value, over its remaining useful life. The residual value and useful life of an asset is reviewed and adjusted if applicable, at each financial year end.

Depreciation is charged on all assets other than land, certain parts of roading, river control and seawalls, that are composed of at least 80% base course and/or rocks, as these assets are considered to have

Asset category	Estimated remaining useful life (years)
<i>Operational assets</i>	
Buildings	5–65
Computer equipment	4–5
Furniture and chattels	2–25
Heritage assets	100
Library collection	5–7
Motor vehicles, trucks, motorcycles	5–10
Office equipment	4–10
Other improvements	2–80
Public art	10–75
<i>Plant and machinery</i>	
Tractors, trailers, heavy mowers	5–10
Other plant	2–20
Otaihanga Landfill (post closure)	7
<i>Infrastructural assets</i>	
Bridges	3–100
<i>Seawalls</i>	
Concrete, posts, rails, panels, rocks	20–35
<i>River control</i>	
Bank protection	40–75

unlimited useful lives. Regular inspections of these assets are undertaken to check for impairment.

Depreciation is not charged on work in progress until such time as the asset under construction is in its intended location and in use.

Asset category	Estimated remaining useful life (years)
<i>Roading</i>	
Basecourse (20% depreciable content)	6
Footpaths	38–39
Cycleways	6–15
Kerbs, culverts, lighting	14–45
Surfacing	7–12
Traffic Modelling	10
<i>Stormwater</i>	
Stormwater flood maps	10
Pump stations, manholes, sumps	10–90
Pipes	70–105
<i>Wastewater</i>	
Pumps and pump stations	5–35
Manholes, cleaning eyes	55–65
Pipes	50–60
Treatment plant	15–40
<i>Water</i>	
Storage	20–50
Booster stations	10–20
Hydrants, valves, tobies	45–70
Meters	20–22
Pipes	40–60
Treatment plant	10–30

Forestry assets

Forestry assets are carried at fair value less estimated costs to sell. They are revalued annually by an independent qualified valuer.

Gains or losses arising on revaluation are recognised in surplus or deficit in the statement of comprehensive revenue and expense. Costs incurred to maintain the forests are expensed in the period they are incurred.

Intangible assets

Computer software

Computer software is carried at cost, less any accumulated amortisation and impairment losses.

Computer software is initially capitalised on the basis of the costs incurred to either develop or acquire it and bring it to the location and condition required for its intended use. Amortisation on a straight-line basis over the period of useful life begins from the time the asset is available for use. The estimated useful life of our computer software is 3–5 years.

Realised gains/losses on disposal of intangible assets are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Carbon credits

New Zealand Carbon Units (NZCUs) were received at nil cost from the New Zealand Emission Trading Scheme (the scheme) in respect of our forestry assets, when the scheme was first established. They are recognised at fair value on acquisition.

Subsequent to initial recognition, they are not amortised but are instead carried at acquisition value less any impairment which is considered annually.

Inventories

Inventories are valued at cost, adjusted when applicable, for any loss of service potential. The

amount of write-down for the loss of service is recognised in surplus or deficit in the statement of comprehensive revenue and expense. Cost is determined on a weighted average basis.

Non-current assets held for sale

Non-current assets held for sale are measured at the lower of the carrying amount and fair value, less selling costs. Non-current assets are assessed to be 'held for sale' if it is highly probable that the asset is available for immediate sale in its present condition, the sale is expected to be completed within one year from balance date, and the carrying amount will be recovered through a sale transaction rather than through continuing use.

Any impairment losses for write-downs of non-current assets held for sale are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Non-current assets held for sale are not depreciated or amortised.

Impairment

The carrying value of assets held at historical cost less accumulated depreciation is reviewed at least annually to determine if there is an indication of impairment. Where an asset's recoverable amount is less than its carrying amount, it will be reported at its recoverable amount and an impairment loss will be recognised. The recoverable amount is the higher of an item's fair value less costs to sell and value in use. Losses resulting from impairment are reported in surplus or deficit within the statement of comprehensive revenue and expense.

Non-cash-generating assets

Non-cash-generating assets are those assets that are not held with the primary objective of generating a commercial return. For non-cash-generating assets, value-in-use is determined using an approach

based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value-in-use depends on the nature of the impairment and availability of information.

Liabilities

Employee benefit liabilities

Short term employee entitlements

Employee entitlements for salaries and wages, annual leave, long service leave, sick leave, and other such benefits are recognised in surplus or deficit in the statement of comprehensive revenue and expense when they accrue to employees. Employee entitlements to be settled within 12 months are reported at the amount expected to be paid.

A liability for sick leave is recognised only to the extent that absences in the following financial year are expected to exceed the full sick leave entitlements to be earned in that year. The liability represents the unused sick leave entitlement that can be carried forward at balance date, to cover those absences expected to exceed the annual entitlement.

Long term employee entitlements

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave and retirement gratuities, have been calculated on an actuarial basis. The calculations are based on:

- likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement, contractual entitlement information, and
- present value of the estimated future cash flows.

Employer contribution to pension schemes

Contributions to defined contribution retirement schemes such as KiwiSaver, are recognised in surplus or deficit in the statement of comprehensive revenue and expense when they accrue to employees.

Provisions

A provision is recognised in the statement of financial position when council has a present obligation as a result of a past event, it is probable that expenditure will be required to settle the obligation and a reliable estimate of the obligation can be made. Provisions are measured at the level of expenditure expected to be required to settle the obligation. Material liabilities and provisions to be settled beyond 12 months are recorded at their present value using a discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation.

Landfill aftercare costs

Council, as operator of the Otaihanga landfill, has a legal obligation under the resource consent to provide ongoing maintenance and monitoring services at the landfill site post-closure.

The provision is based on the nominal value of future cash flows expected to be incurred, taking into account future events including known change to legal requirements and technology. The provision includes all costs associated with landfill post-closure including final cover application and vegetation, incremental drainage control features, completing facilities for leachate collection and monitoring, completing facilities for water quality monitoring, and completing facilities for monitoring and recovery of gas.

Amounts provided for landfill post-closure are capitalised to the landfill asset. The capitalised

landfill asset is depreciated over its remaining useful life.

Financial assets and liabilities

Financial assets and liabilities include cash and cash equivalents, receivables (net of doubtful debt provisions), community loans, and other interest-bearing assets, investments in unlisted shares, trade and other payables and borrowings.

Financial assets

Council's financial assets are classified into the following categories for the purpose of measurement:

Loans and receivables

These are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market.

They are initially recognised at fair value. Loans and receivables with maturities beyond 12 months are subsequently measured at amortised cost using the effective interest method, less any impairment.

Financial assets at fair value through surplus or deficit

Financial assets in this category include derivatives and financial assets that are held for trading. They are initially recognised at fair value and subsequent measurement is on the same basis, i.e. fair value. Gains or losses on revaluation or impairment are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Held-to-maturity investments

These are non-derivative financial assets with fixed or determinable payments and fixed maturities that council has the intention and ability to hold to maturity. They are initially recorded at fair value, and subsequently measured at amortised cost using the

effective interest method, less any impairment. Gains or losses when the asset is impaired or settled are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Available-for-sale financial assets

These are non-derivative financial assets that are designated as available for sale or do not fall within any of the above classifications of (a) loans and receivables, (b) held-to-maturity investments, or (c) financial assets at fair value through operating surplus or deficit.

They are initially recorded at fair value plus transaction costs directly attributable to the acquisition or issue, and are subsequently measured at fair value less any impairment.

If the asset is an equity instrument that does not have a quoted price in an active market and fair value cannot be reliably measured, the asset is measured at cost.

Any gains or losses are recognised in other comprehensive revenue and expense, except for impairment losses which are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Financial liabilities

Trade and other payables

Trade and other payables are initially recognised at fair value. Those with maturities beyond 12 months are subsequently measured at amortised cost using the effective interest rate method.

Borrowings

Borrowings are initially recognised at fair value and are subsequently measured at amortised cost using the effective interest rate method.

Derivative financial instruments

Council uses derivative financial instruments in the form of interest rate swaps to manage interest rate risks arising from borrowing activities. In accordance with its treasury management policy, council does not hold or issue derivative financial instruments for trading purposes.

Derivatives are initially recognised at fair value based on quoted market prices, and subsequently re-measured to fair value at the end of each reporting period. Fair value is determined by reference to quoted prices for similar instruments in an active market. Fair value gains or losses on revaluation are recognised in surplus or deficit in the statement of comprehensive revenue and expense.

Council has not adopted hedge accounting.

Impairment of financial assets

Financial assets are assessed at each reporting period for impairment. For available-for-sale financial assets impairment is first recognised as a reversal of previously recorded revaluation reserve for that class of asset. Where no reserve is available, the impairment is recognised in the surplus or deficit in the statement of comprehensive revenue and expense.

For loans and receivables, and held-to-maturity investments, impairment is established when there is evidence that the council will not be able to collect amounts due according to the original terms of the receivable. Significant financial difficulties of the debtor, probability that the debtor will enter into bankruptcy, receivership, or liquidation and default in payments are indicators that the asset is impaired.

The amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted using the original effective interest rate. For debtors

and other receivables, the carrying amount of the asset is reduced through the use of an allowance account, and the amount of the loss is recognised in the surplus or deficit. When the receivable is uncollectible, it is written off against the allowance account.

Equity

Equity is the community's interest in council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of components to enable clearer identification of the specified uses of equity.

The components of public equity are accumulated funds, reserves and special funds and revaluation reserves.

Reserves and special funds

Restricted reserves are those subject to specific conditions accepted as binding by council which may not be revised by council without reference to the courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Council-created reserves are reserves created by a council decision. Council may alter them without reference to any third party or the courts. Transfers to and from these reserves are at council's discretion.

Other

Foreign currency translation

Foreign currency transactions are translated into the New Zealand Dollar (NZD) using the spot exchange rate at the date of the transaction.

Council has minimal foreign currency transactions. These mainly include the purchase of library books,

periodicals and computer software from overseas vendors

Allocation of overheads to significant activities

For the purposes of reporting performance by activity, all overhead costs from support service functions are allocated to council's significant activities. The costs of internal services not already charged to activities are allocated as overheads using appropriate cost drivers such as actual usage, staff numbers and floor area.

Individual significant activity operating revenue and expenditure is stated inclusive of any internal revenue and internal charges.

The governance and tāngata whenua (i.e. elected members' costs) is reported as a separate activity as it represents a direct public service that is in itself a significant activity.

Judgment and Uncertainty

The information presented in the Prospective Financial Statements is uncertain and the preparation requires the exercise of judgment. Actual financial results achieved for the period covered are likely to vary from the information presented, and the variations may be material. Events and circumstances may not occur as expected or may not have been predicted or the Council may subsequently take actions that differ from the proposed courses of action on which the prospective financial statements are based.

Long term plan budget figures

The long term plan figures presented in these prospective financial statements are in line with council's *FutureKāpiti* Long term plan 2015-35. During the year, council has made additional disclosures to provide a greater degree of

disaggregation for both current and prior year amounts and balances. Budget figures do not include any additional expenditure subsequently approved by council outside of the long term plan process

Appendix 7: Funding impact statements

Funding impact statement – rating policies

Definitions

Urban/rural rating areas of the district

The maps of the rating areas are available at the Civic Administration Building and on the Council's website.

Kāpiti Coast District Council rate codes and categories	
Urban rating areas of the district	
U1	Paekākāriki urban rating area
	Paraparaumu/Raumati urban rating area
	Waikanae urban rating area
	Ōtaki urban rating area
Rural rating areas of the district	
R1, R2, R3	Paekākāriki rural rating area
	Paraparaumu/Raumati rural rating area
	Waikanae rural rating area
	Ōtaki rural rating area

Differentials

A differential system has been applied to the rural area to reflect its lower population density and demand for services. The differentials are:

Kāpiti Coast District Council differentials		
Urban rating area		Percentage of urban rate
U1	All rateable rating units	100%
Rural rating area		Percentage of urban rate
R1	Rural rating units less than 50 hectares excluding those properties in the rural village differential rating area	38%
R2	Rural rating units equal to or greater than 50 hectares plus rating units less than 50 hectares where a combination of these properties total greater than 50 hectares and form part of one farming operation	22%
R3	Rural rating units which are identified in the rural village differential rating area maps	70%

These differentials will be applied to the districtwide general rate.

At this stage the Council is not inviting ratepayers to make lump sum contributions in relation to any targeted rate.

Rating unit

The rating unit is determined by the Valuer General. It is generally a property which has one certificate of title but can include two or more certificate of titles or part certificate of titles, dependant on whether the land is owned by the same person or persons and is used jointly as a single unit and is contiguous.

Rating definitions

Separately used or inhabited part of a rating unit

A separately used or inhabited part of a rating unit includes any portion inhabited or used by the owner or a person other than the owner, who has the right to use or inhabit that portion by virtue of a tenancy, lease, licence or other agreement.

This definition includes separately used parts, whether or not actually occupied at any particular time, which are used by the owner for rental (or other form of occupation) on an occasional or long term basis by someone other than the owner.

For the purpose of this definition, vacant premises offered or intended for use or habitation by a person other than the owner and usually used as such are defined as 'used'.

For the avoidance of doubt, a rating unit that has a single use or occupation is treated as having one separately used or inhabited part.

A rating unit with one or more vacant lots of land is treated as having one separate use or inhabited part.

Examples of separately used or inhabited parts include rating units that have multiple offices, shops, commercial units, dwellings or flats, rating units with a dwelling with an internal flat/family flat where the above requirements are met.

In relation to motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns, separately used or inhabited parts of a rating unit includes the following situations:

Where a commercial business provides part of their rating unit

- for separate use as an entertainment area or for conference activities and/or any type of residential accommodation by virtue of an agreement requiring payment of a fee,
- for accommodation (with or without fixed cooking and food preparation facilities), and
- for parking areas for caravans/mobile homes with an electric power source and access to washing/toilet facilities

Districtwide water supply rate differential categories

General	Means per separately used or inhabited part of a rating unit that is connected to the district's water supply
Medium scale	Means rating units or separately used or inhabited parts of a rating unit where there are 10 or more, but less than 20 units, whose water is collectively supplied through one or more water meters and individual check meters have not been installed.
Large scale	Means rating units or separately used or inhabited parts of a rating unit where there are 20 or more units whose water is collectively supplied through one or more water meters and individual check meters have not been installed
Motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns	Means per separately used or inhabited part of a rating unit connected to the district's water supply and used principally or exclusively as motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns
Serviceable	Means rating units not connected to the district's water supply, but within 100 metres of a water main and capable of being connected

Note: The Council does not assess a uniform annual general charge.

Districtwide wastewater disposal rate differential categories

General	Means all rating units connected to the sewerage systems with one water closet or urinal other than rating units in the "Community" or "Educational" or "Recreational" or "Large Scale Commercial/Residential" categories. A rating unit used primarily as a residence for one household will not be treated as having more than one water closet
Community	Means rating units connected to the sewerage systems and used principally or exclusively as places of religious worship and instruction, marae, hospital and welfare homes, community health services and charitable institutions that provide maintenance or relief
Educational	Means rating units connected to the sewerage systems and used exclusively or principally by schools (with the exception of school houses), colleges, polytechnics, children's health camps and early childhood centres
Recreational	Means rating units connected to the sewerage systems and used principally or exclusively by recreational, sporting, other community organisations and Council community properties
Large Scale Commercial/Residential	Means rating units connected to the sewerage systems and used for large scale commercial or residential purposes as characterised by having more than one water closet or urinal and residential rating units connected to the sewerage system and used primarily as a residence for more than one household
Serviceable	Means rating units not connected to the sewerage systems but within 30 metres of a sewer main and capable of being connected

Rate instalment payment dates

All property rates (including the Hautere/Te Horo water supply rate) will be payable in four instalments as described below:

Property rate instalment payment dates		
Instalment	Due dates	Penalty dates
Instalment one	6 September 2017	7 September 2017
Instalment two	6 December 2017	7 December 2017
Instalment three	6 March 2018	7 March 2018
Instalment four	6 June 2018	7 June 2018

All payments made will be receipted against the earliest outstanding amount in accordance with authorised accounting procedures.

All water rates (excluding the Hautere/Te Horo water supply rate) will be payable as described below:

Water rates

All water rates (excluding the Hautere/Te Horo water supply rate) will be invoiced separately on a quarterly basis dependent on when the water meters are read. The payment due dates will be specified on the invoice.

All payments made will be receipted against the earliest water rate outstanding amount in accordance with authorised accounting procedures.

Penalties

The Council will apply the following penalties on unpaid rates in accordance with Sections 57 and 58 of the Local Government (Rating) Act 2002:

- a charge of ten per cent (10%) on so much of any property rate instalment that has been assessed after 1 July 2017 and which remains unpaid after the payment due dates, to be added on the penalty dates;
- a charge of ten per cent (10%) on so much of any property rates (including previously applied penalties) charged before 1 July 2017 which remain unpaid on 1 July 2017. The penalty will be added on 7 July 2017;
- a charge of ten per cent (10%) on any current portion of a water rates invoice assessed after 1 July 2017 which remain unpaid after the due date specified on the invoice, to be added on the day which is 20 working days after the payment due date

Rates for 2017/18

1. Funding mechanism: rate – districtwide general

Purposes applied: districtwide general expenses including democratic services, general insurance, emergency management, public toilets and cemeteries, social wellbeing, environmental sustainability, districtwide coastal protection of the Council's infrastructure, districtwide strategic flood protection and public contribution towards the following regulatory services which are not met by user charges: resource consents, building consents, development management, environmental health, liquor licensing, hazardous substances, environmental monitoring and animal control

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
U1	Rate in \$ of land value	25,011
R1	38% of urban rate in \$ of land value	
R2	22% of urban rate in \$ of land value	
R3	70% of urban rate in \$ of land value	

2. Funding mechanism: targeted rate – community facilities rate		
Purposes applied: Libraries, parks and reserves, swimming pools, public halls and community centres.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
<i>Whole district</i> All rateable rating units (excluding motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns)	Fixed charge per separately used or inhabited part of a rating unit "base charge"	15,434
Motels and camping grounds	30% base charge per separately used or inhabited part of a rating unit	
Hotels, hostels, lodges, licensed hotels and taverns	200% base charge per separately used or inhabited part of a rating unit	

3. Funding mechanism: targeted rate – districtwide roading rate		
Purposes applied: Roading expenditure except for historic debt servicing costs. Expenditure is apportioned between the fixed charge roading rates and the land value based roading rate.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
<i>Whole district</i> All Rateable rating units (excluding motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns)	Fixed charge per separately used or inhabited part of a rating unit "base charge"	6,282
Motels and camping grounds.	30% base charge per separately used or inhabited part of a rating unit	
Hotels, hostels, lodges, licensed hotels and taverns.	200% base charge per separately used or inhabited part of a rating unit	

4. Funding mechanism: targeted rate – districtwide roading land value rate		
Purposes applied: Roading expenditure except for historic debt servicing costs. Expenditure is apportioned between the land value based roading rate and the fixed charge roading rates.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
Whole district	Rate in \$ of land value	1,418

5. Funding mechanism: targeted rate – districtwide stormwater rate		
Purposes applied: Operating and loan servicing costs of stormwater in the district's stormwater drainage areas.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
Paekākāriki stormwater drainage area Paraparaumu/ Raumati stormwater drainage area Waikanae stormwater drainage area Ōtaki stormwater drainage area As defined in the drainage rating area maps	Rate in \$ of capital value	3,615

6. Funding mechanism: targeted rate – districtwide water supply fixed rate

Purposes applied: Water supply system, excluding the Hautere/Te Horo Water scheme.

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
General: All rating units connected to the district's water supply (excluding medium and large scale rating units, motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns)	100% fixed charge per separately used or inhabited part of a rating unit "base charge"	5,205
Medium scale rating units connected to the district's water supply: where the number of rating units or separately used or inhabited parts of a rating unit are 10 or more, but less than 20 units, whose water is collectively supplied through one or more water meters and individual check meters have not been installed	90% base charge per separately used or inhabited part of a rating unit	
Large scale rating units connected to the district's water supply: where the number of rating units or separately used or inhabited parts of a rating unit are 20 or more units whose water is collectively supplied through one or more water meters and individual check meters have not been installed	80% base charge per separately used or inhabited part of a rating unit	
Motels, camping grounds, hotels, hostels, lodges, licensed hotels and taverns	200% base charge per separately used or inhabited part of a rating unit	
Serviceable rating units not connected to the district's water supply, but within 100 metres of a water main and capable of being connected	100% base charge per rating unit	

7. Funding mechanism: targeted rate – districtwide water supply volumetric rate

Purposes applied: Water supply system excluding the Hautere/Te Horo water scheme.

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rating units provided with a metered water supply service	Fixed rate per cubic metre of water consumed	4,190

8. Funding mechanism: targeted rate – Hautere/Te Horo water supply rate

Purposes applied: Water supply system for the Hautere/Te Horo water scheme.

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rating units connected to Hautere/Te Horo water supply	Fixed charge per unit of water (annual provision of 1 unit = 1 cubic metre per day)	301

9. Funding mechanism: targeted rate – districtwide wastewater disposal rate

Purposes applied: Wastewater disposal.

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
General: all rating units connected to the sewerage systems with one water closet or urinal other than rating units in the "Community" or "Educational" or "Recreational" or "Large Scale Commercial/Residential" categories. A rating unit used primarily as a residence for one household will not be treated as having more than one water closet	Fixed charge per rating unit "base charge"	9,107
Community: rating units connected to the sewerage systems and used principally or exclusively as places of religious worship and instruction, marae, hospital and welfare homes, community health services and charitable institutions that provide maintenance or relief	50% base charge for every water closet or urinal	
Educational: rating units connected to the sewerage systems and used exclusively or principally by schools (with the exception of school houses), colleges, polytechnics, children's health camps and early childhood centres	45% base charge for every water closet or urinal	
Recreational, rating units connected to the sewerage systems and used principally or exclusively by recreational, sporting, other community organisations and Council community properties	25% base charge for every water closet or urinal	
Large scale commercial/residential: rating units connected to the sewerage systems and used for large scale commercial or residential purposes as characterised by having more than one water closet or urinal and residential rating units connected to the sewerage system and used primarily as a residence for more than one household	50% base charge for every water closet or urinal	
Serviceable: rating units not connected to the sewerage systems but within 30 metres of a sewer main and capable of being connected	50% base charge per rating unit	

10. Funding mechanism: targeted rate – Paraparaumu/Raumati community rate		
Purposes applied: Historic debt servicing costs of roading and stormwater activities, coastal protection, Matai Road industrial area improvements and Paraparaumu/Raumati Community Board expenses, including local grants.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rateable rating units in the Paraparaumu/Raumati urban and rural rating areas as per Council's rating area maps	Rate in \$ of capital value	117

11. Funding mechanism: targeted rate – Waikanae community rate		
Purposes applied: Historic debt servicing costs of roading and stormwater activities and Waikanae Community Board expenses, including local grants.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rateable rating units in the Waikanae urban and rural rating areas as per Council's rating area maps	Rate in \$ of capital value	143

12. Funding mechanism: targeted rate – Ōtaki community rate		
Purposes applied: Historic debt servicing costs for roading and stormwater activities. Support for community initiatives of significance to the Ōtaki community, such as grants to the Ōtaki Heritage Bank Preservation Trust to assist with the funding of the museum activities. Ōtaki Community Board expenses, including local grants.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rateable rating units in the Ōtaki urban and rural rating areas as per Council's rating area maps	Rate in \$ of capital value	315

13. Funding mechanism: targeted rate – Paekākāriki community rate		
Purposes applied: Historic debt servicing costs for roading, stormwater and coastal protection. Loan servicing costs on a loan to the Paekākāriki Community Trust to assist with the refurbishment of St Peters Hall. Paekākāriki Community Board expenses, including local grants.		
Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
All rateable rating units in the Paekākāriki urban and rural rating areas as per Council's rating area maps	Rate in \$ of capital value	74

TOTAL (GST inclusive)	\$71,210
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14. Funding mechanism: targeted rate – water conservation device loan rate

Purposes applied: Repayment of interest free water conservation devices loans

Categories – rating areas	Rating basis	Revenue sought \$000 (incl. GST)
A targeted rate on those rating units that have received an interest free loan (maximum of \$5,000 per rating unit) for approved water conservation devices from the Council that has not yet been fully repaid	10% of the amount of the original loan plus GST	58

Analysis of total rates for 2017/18

	Excl. GST \$000	Incl. GST \$000
Rates (excluding water)	53,753	61,815
Fixed water rates	4,526	5,205
Volumetric water rates	3,643	4,190
Total	61,922	71,210
Water conservation device loan	50	58
Total	61,972	71,268

Fixed charges

Set out below are the fixed charges for 2017/18

Fixed charges	2017/18 (Incl GST) \$
Districtwide community facilities rate (base charge)	565.10
Districtwide roading rate (base charge)	230
Districtwide water supply rate (base charge)	207
Districtwide volumetric water supply rate (per cubic metre of water consumed)	1.09
Hautere/Te Horo water supply rate (per unit of water)	375.50
Districtwide wastewater disposal rate (base charge)	401

Paraparaumu/Raumati wards: urban examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Stormwater charge	Wastewater charge	Water charge	Volumetric water*	Total rates	Annual rate increase	Annual % change
99,000	235,000	2015/16	488.99	17.35	190.00	504.50	4.54	81.36	366.00	190.00	252.45	2,095.19		
99,000	235,000	2016/17	489.74	23.45	210.00	535.50	4.79	87.47	400.00	199.00	265.20	2,215.16	119.97	5.73
99,000	235,000	2017/18	533.65	26.98	230.00	565.10	4.86	90.60	401.00	207.00	277.95	2,337.13	121.98	5.51
175,000	335,000	2015/16	864.38	30.68	190.00	504.50	3.38	115.98	366.00	190.00	252.45	2,517.36		
175,000	335,000	2016/17	865.71	41.46	210.00	535.50	6.83	124.69	400.00	199.00	265.20	2,648.39	131.03	5.20
175,000	335,000	2017/18	943.32	47.69	230.00	565.10	6.92	129.16	401.00	207.00	277.95	2,808.13	159.75	6.03
355,000	485,000	2015/16	1,753.45	62.23	190.00	504.50	6.85	167.91	366.00	190.00	252.45	3,493.39		
355,000	485,000	2016/17	1,756.15	84.10	210.00	535.50	9.89	180.52	400.00	199.00	265.20	3,640.36	146.97	4.21
355,000	485,000	2017/18	1,913.59	96.74	230.00	565.10	10.02	186.99	401.00	207.00	277.95	3,888.39	248.03	6.81
Median Property														
185,000	455,000	2015/16	913.77	32.43	190.00	504.50	8.78	157.52	366.00	190.00	252.45	2,615.45		
185,000	455,000	2016/17	915.18	43.83	210.00	535.50	9.28	169.35	400.00	199.00	265.20	2,747.34	131.88	5.04
185,000	455,000	2017/18	997.22	50.41	230.00	565.10	9.40	175.42	401.00	207.00	277.95	2,913.51	166.17	6.05

*Includes targeted water supply – volumetric rates based on typical water consumption of 255m³ per year (for a 4 person household).

Paraparaumu/Raumati wards: rural examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Stormwater charge	Total rates	Annual rate increase	Annual % change
83,000	220,000	2015/16	155.78	14.55	190.00	504.50	4.25	76.16	945.24		
83,000	220,000	2016/17	156.02	19.66	210.00	535.50	4.49	81.88	1,007.56	62.32	6.59
83,000	220,000	2017/18	170.01	22.62	230.00	565.10	4.55	84.82	1,077.09	69.53	6.90
140,000	670,000	2015/16	262.77	24.54	190.00	504.50	12.93	-	994.74		
140,000	670,000	2016/17	263.17	33.17	210.00	535.50	13.67	-	1,055.51	60.77	6.11
140,000	670,000	2017/18	286.76	38.15	230.00	565.10	13.84	-	1,133.85	78.35	7.42
395,000	470,000	2015/16	741.38	69.24	190.00	504.50	9.07	-	1,514.19		
395,000	470,000	2016/17	742.52	93.58	210.00	535.50	9.59	-	1,591.18	76.99	5.08
395,000	470,000	2017/18	809.08	107.64	230.00	565.10	9.71	-	1,721.53	130.34	8.19
560,000	1,100,000	2015/16	608.55	98.17	190.00	504.50	21.23	-	1,422.45		
560,000	1,100,000	2016/17	609.45	132.66	210.00	535.50	22.44	-	1,510.05	87.60	6.16
560,000	1,100,000	2017/18	664.10	152.60	230.00	565.10	22.73	-	1,634.53	124.48	8.24
(Over 50 Hectares)											
Median Property											
300,000	680,000	2015/16	563.07	52.59	190.00	504.50	13.12	-	1,323.28		
300,000	680,000	2016/17	563.94	71.07	210.00	535.50	13.87	-	1,394.38	71.10	5.37
300,000	680,000	2017/18	614.94	81.75	230.00	565.10	14.05	-	1,505.39	111.01	7.96

Waikanae ward: urban examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Stormwater rate	Wastewater charge	Water charge	Volumetric water*	Total rates	Annual rate increase	Annual % change
115,000	250,000	2015/16	568.02	20.16	190.00	504.50	10.98	86.55	366.00	190.00	252.45	2,188.65		
115,000	250,000	2016/17	568.89	27.24	210.00	535.50	11.23	93.05	400.00	199.00	265.20	2,310.11	121.46	5.55
115,000	250,000	2017/18	619.90	31.34	230.00	565.10	11.40	96.39	401.00	207.00	277.95	2,440.07	129.96	5.63
225,000	390,000	2015/16	1,111.34	39.44	190.00	504.50	17.12	135.02	366.00	190.00	252.45	2,805.87		
225,000	390,000	2016/17	1,113.05	53.30	210.00	535.50	17.51	145.16	400.00	199.00	265.20	2,938.72	132.85	4.73
225,000	390,000	2017/18	1,212.84	61.31	230.00	565.10	17.79	150.36	401.00	207.00	277.95	3,123.35	184.63	6.28
520,000	670,000	2015/16	2,568.44	91.16	190.00	504.50	29.41	231.95	366.00	190.00	252.45	4,423.91		
520,000	670,000	2016/17	2,572.39	123.19	210.00	535.50	30.08	249.37	400.00	199.00	265.20	4,584.73	160.82	3.64
520,000	670,000	2017/18	2,803.01	141.70	230.00	565.10	30.56	258.31	401.00	207.00	277.95	4,914.63	329.90	7.20
Median Property														
195,000	440,000	2015/16	963.16	34.18	190.00	504.50	19.32	152.33	366.00	190.00	252.45	2,671.94		
195,000	440,000	2016/17	964.65	46.20	210.00	535.50	19.76	163.77	400.00	199.00	265.20	2,804.07	132.12	4.94
195,000	440,000	2017/18	1,051.13	53.14	230.00	565.10	20.07	169.64	401.00	207.00	277.95	2,975.02	170.96	6.10

*Includes targeted water supply – volumetric rates based on typical water consumption of 255m³ per year (for a 4 person household).

Waikanae ward: Rural examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roothing charge	Community facilities charge	Local community rate	Total rates	Annual rate increase	Annual % change
150,000	265,000	2015/16	518.63	26.30	190.00	504.50	11.63	1,251.05		
150,000	265,000	2016/17	519.42	35.54	210.00	535.50	11.90	1,312.35	61.30	4.90
150,000	265,000	2017/18	566.00	40.88	230.00	565.10	12.09	1,414.06	101.70	7.75
[Rural Village]										
330,000	500,000	2015/16	619.38	57.85	190.00	504.50	21.95	1,393.68		
330,000	500,000	2016/17	620.33	78.18	210.00	535.50	22.45	1,466.46	72.78	5.22
330,000	500,000	2017/18	675.94	89.93	230.00	565.10	22.81	1,583.77	117.31	8.00
820,000	1,000,000	2015/16	891.09	143.75	190.00	504.50	43.90	1,773.24		
820,000	1,000,000	2016/17	892.41	194.26	210.00	535.50	44.90	1,877.06	103.82	5.86
820,000	1,000,000	2017/18	972.44	223.45	230.00	565.10	45.91	2,036.60	159.53	8.50
[Over 50 Hectares]										
Median Property										
345,000	627,500	2015/16	647.53	60.48	190.00	504.50	27.55	1,430.06		
345,000	627,500	2016/17	648.53	81.73	210.00	535.50	28.17	1,503.94	73.88	5.17
345,000	627,500	2017/18	706.66	94.01	230.00	565.10	28.62	1,624.40	120.46	8.01

Ōtaki ward: urban examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Storm water rate	Wastewater charge	Water charge	Volumetric charge*	Total rates	Annual rate increase	Annual % change
56,000	140,000	2015/16	276.60	9.82	190.00	504.50	23.77	48.47	366.00	190.00	252.45	1,861.61		
56,000	140,000	2016/17	277.03	13.27	210.00	535.50	23.11	52.11	400.00	199.00	265.20	1,975.21	113.61	6.10
56,000	140,000	2017/18	301.86	15.26	230.00	565.10	24.39	53.98	401.00	207.00	277.95	2,076.54	101.32	5.13
95,000	230,000	2015/16	469.23	16.65	190.00	504.50	39.05	79.63	366.00	190.00	252.45	2,107.52		
95,000	230,000	2016/17	469.96	22.51	210.00	535.50	37.97	85.61	400.00	199.00	265.20	2,225.74	118.22	5.61
95,000	230,000	2017/18	512.09	25.89	230.00	565.10	40.07	88.67	401.00	207.00	277.95	2,347.77	122.03	5.48
240,000	350,000	2015/16	1,185.43	42.07	190.00	504.50	59.43	121.17	366.00	190.00	252.45	2,911.05		
240,000	350,000	2016/17	1,187.26	56.86	210.00	535.50	57.79	130.27	400.00	199.00	265.20	3,041.87	130.81	4.49
240,000	350,000	2017/18	1,293.70	65.40	230.00	565.10	60.97	134.94	401.00	207.00	277.95	3,236.06	194.19	6.38
250,000	400,000	2015/16	1,234.83	43.83	190.00	504.50	67.92	138.48	366.00	190.00	252.45	2,988.00		
250,000	400,000	2016/17	1,236.73	59.23	210.00	535.50	66.04	148.88	400.00	199.00	265.20	3,120.57	132.57	4.44
250,000	400,000	2017/18	1,347.60	68.13	230.00	565.10	69.68	154.22	401.00	207.00	277.95	3,320.67	200.10	6.41
Median Property														
100,000	245,000	2015/16	493.93	17.53	190.00	504.50	41.60	84.82	366.00	190.00	252.45	2,140.83		
100,000	245,000	2016/17	494.69	23.69	210.00	535.50	40.45	91.19	400.00	199.00	265.20	2,259.72	118.89	5.55
100,000	245,000	2017/18	539.04	27.25	230.00	565.10	42.68	94.46	401.00	207.00	277.95	2,384.48	124.76	5.52

*Includes targeted water supply – volumetric rates based on typical water consumption of 255m3 per year (for a 4 person household).

Ōtaki ward: rural examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Hautere/ Te Horo water charge	Total rates	Annual rate increase	Annual % change
147,000	285,000	2015/16	508.25	25.77	190.00	504.50	48.39	-	1,276.91		
147,000	285,000	2016/17	509.03	34.82	210.00	535.50	47.05	-	1,336.41	59.49	4.66
147,000	285,000	2017/18	554.68	40.06	230.00	565.10	49.65	-	1,439.48	103.07	7.71
(Rural Village)											
510,000	950,000	2015/16	957.22	89.40	190.00	504.50	161.31	336.00	2,238.43		
510,000	950,000	2016/17	958.70	120.82	210.00	535.50	156.85	357.00	2,338.86	100.43	4.49
510,000	950,000	2017/18	1,044.63	138.98	230.00	565.10	165.49	375.50	2,519.70	180.84	7.73
450,000	1,200,000	2015/16	844.61	78.89	380.00	1,009.00	203.76	-	2,516.25		
450,000	1,200,000	2016/17	845.91	106.61	420.00	1,071.00	198.12	-	2,641.64	125.39	4.98
450,000	1,200,000	2017/18	921.74	122.63	460.00	1,130.20	209.04	-	2,843.60	201.97	7.65
(Two Dwellings)											
Median Property											
250,000	460,000	2015/16	469.23	43.83	190.00	504.50	78.11	336.00	1,621.66		
250,000	460,000	2016/17	469.95	59.23	210.00	535.50	75.95	357.00	1,707.62	85.96	5.30
250,000	460,000	2017/18	512.08	68.13	230.00	565.10	80.13	375.50	1,830.93	123.31	7.22

Paekākāriki ward: urban examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roading charge	Community facilities charge	Local community rate	Stormwater rate	Water charge	Volumetric water*	Total rates	Annual rate increase	Annual % change
160,000	335,000	2015/16	790.29	28.05	190.00	504.50	68.27	115.98	190.00	252.45	2,139.54		
160,000	335,000	2016/17	791.50	37.90	210.00	535.50	70.72	124.69	199.00	265.20	2,234.51	94.98	4.44
160,000	335,000	2017/18	862.46	43.60	230.00	565.10	63.92	129.16	207.00	277.95	2,379.19	144.67	6.47
255,000	500,000	2015/16	1,259.52	44.70	190.00	504.50	101.90	173.10	190.00	252.45	2,716.17		
255,000	500,000	2016/17	1,261.46	60.41	210.00	535.50	105.55	186.10	199.00	265.20	2,823.22	107.05	3.94
255,000	500,000	2017/18	1,374.55	69.49	230.00	565.10	95.40	192.77	207.00	277.95	3,012.26	189.04	6.70
550,000	730,000	2015/16	2,716.62	96.42	190.00	504.50	148.77	252.73	190.00	252.45	4,351.48		
550,000	730,000	2016/17	2,720.80	130.30	210.00	535.50	154.10	271.71	199.00	265.20	4,486.60	135.12	3.11
550,000	730,000	2017/18	2,964.72	149.88	230.00	565.10	139.28	281.44	207.00	277.95	4,815.37	328.77	7.33
Median Property													
225,000	415,000	2015/16	1,111.34	39.44	190.00	504.50	84.58	143.67	190.00	252.45	2,515.99		
225,000	415,000	2016/17	1,113.05	53.30	210.00	535.50	87.61	154.46	199.00	265.20	2,618.12	102.14	4.06
225,000	415,000	2017/18	1,212.84	61.31	230.00	565.10	79.18	160.00	207.00	277.95	2,793.38	175.26	6.69

*Includes targeted water supply – volumetric rates based on typical water consumption of 255m³ per year (for a 4 person household).

Paekākāriki ward: rural examples 2017/18 rates inclusive of GST (excluding districtwide fixed and volumetric water supply rates)

Land value	Capital value	Rates year	D/W general rate	D/W roading rate	Roothing charge	Community facilities charge	Local community rate	Total rates	Annual rate increase	Annual % change
220,000	470,000	2015/16	412.92	38.57	190.00	504.50	95.79	1,241.77		
220,000	470,000	2016/17	413.56	52.12	210.00	535.50	99.22	1,310.39	68.62	5.53
220,000	470,000	2017/18	450.63	59.95	230.00	565.10	89.68	1,395.35	84.96	6.48
(Two Occupiers/ Uses)										
610,000	610,000	2015/16	662.89	106.93	190.00	504.50	124.32	1,588.64		
610,000	610,000	2016/17	663.86	144.51	210.00	535.50	128.77	1,682.64	94.00	5.92
610,000	610,000	2017/18	723.40	166.23	230.00	565.10	116.39	1,801.11	118.47	7.04
(50 Hectares)										
800,000	1,225,000	2015/16	1,501.52	140.24	380.00	1,009.00	249.66	3,280.42		
800,000	1,225,000	2016/17	1,503.84	189.52	420.00	1,071.00	258.60	3,442.96	162.54	4.95
800,000	1,225,000	2017/18	1,638.64	218.00	460.00	1,130.20	233.73	3,680.57	237.61	6.90
(Dwelling and Shop)										
Median Property										
355,000	610,000	2015/16	666.30	62.23	190.00	504.50	124.32	1,547.35		
355,000	610,000	2016/17	667.33	84.10	210.00	535.50	128.77	1,625.70	78.35	5.06
355,000	610,000	2017/18	727.15	96.74	230.00	565.10	116.39	1,735.37	109.67	6.75

Appendix 8: Funding impact statements – groups of activities

Access and transport

Coastal management

Community facilities and
community support

Districtwide planning

Economic development

Governance and tāngata whenua

Parks and open space

Recreation and leisure

Regulatory services

Solid waste

Stormwater

Wastewater

Water

Access and transport funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	-
Targeted rates	5,940	5,953	6,632
Grants and subsidies for operating purposes	1,560	1,619	1,502
Fees and charges	62	63	62
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	266	270	266
Total operating funding	7,828	7,905	8,462
Applications of operating funding			
Payment to staff and suppliers	4,037	4,214	4,050
Finance costs	1,627	1,389	1,617
Internal charges and overheads applied	859	725	873
Other operating funding applications	-	-	-
Total applications of operating funding	6,523	6,328	6,540
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	1,305	1,577	1,922
Sources of capital funding			
Grants and subsidies for capital expenditure	2,972	2,690	2,893
Development and financial contributions	201	207	201
Increase/ (decrease) in debt	4,388	2,919	3,090
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	7,561	5,816	6,184
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	370
> to improve the level of service	6,326	4,345	4,683
> to replace existing assets	2,068	2,103	2,123
Increase/ (decrease) in reserves	472	945	930
Increase/ (decrease) in investments	-	-	-
Total applications of capital funding	8,866	7,393	8,106
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(1,305)	(1,577)	(1,922)
FUNDING BALANCE	-	-	-

Coastal management funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	830	1,233	950
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	830	1,233	950
Applications of operating funding			
Payment to staff and suppliers	290	310	307
Finance costs	231	372	329
Internal charges and overheads applied	50	40	50
Other operating funding applications	-	-	-
Total applications of operating funding	571	722	686
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	259	511	264
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	26	32	31
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	26	32	31
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	26	32	31
> to replace existing assets	1,609	2,742	5,975
Increase/ (decrease) in reserves	(1,350)	(2,231)	(5,711)
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	285	543	295
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(259)	(511)	(264)
FUNDING BALANCE	-	-	-

Community facilities and support funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	2,450	2,758	2,386
Targeted rates	20	66	81
Grants and subsidies for operating purposes	-	-	-
Fees and charges	1,155	1,212	1,202
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	3,625	4,036	3,669
Applications of operating funding			
Payment to staff and suppliers	2,206	2,610	2,351
Finance costs	163	18	47
Internal charges and overheads applied	1,486	1,467	1,475
Other operating funding applications	-	-	-
Total applications of operating funding	3,855	4,095	3,873
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	(230)	(59)	(204)
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	48	50	48
Increase/ (decrease) in debt	432	17	336
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	480	67	384
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	432	17	336
> to replace existing assets	540	494	461
Increase/ (decrease) in reserves	(722)	(503)	(617)
Increase/ (decrease) in investments	-	-	-
Total applications of capital funding	250	8	180
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	230	59	204
FUNDING BALANCE	-	-	-

Districtwide planning funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	3,141	2,736	3,051
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	3,141	2,736	3,051
Applications of operating funding			
Payment to staff and suppliers	2,340	1,906	2,284
Finance costs	-	-	-
Internal charges and overheads applied	801	830	767
Other operating funding applications	-	-	-
Total applications of operating funding	3,141	2,736	3,051
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	-	-	-
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	-	-	-
Increase/ (decrease) in reserves	-	-	-
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	-	-	-
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	-	-	-
FUNDING BALANCE	-	-	-

Economic development funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	2,329	2,544	2,484
Targeted rates	11	64	62
Grants and subsidies for operating purposes	-	-	-
Fees and charges	50	52	12
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	2,390	2,660	2,558
Applications of operating funding			
Payment to staff and suppliers	1,237	1,378	1,350
Finance costs	510	671	556
Internal charges and overheads applied	533	455	498
Other operating funding applications	-	-	-
Total applications of operating funding	2,280	2,504	2,404
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	110	156	154
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	2,935	2,601	2,976
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,935	2,601	2,976
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	2,935	2,601	2,976
> to replace existing assets	-	-	-
Increase/ (decrease) in reserves	110	156	154
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	3,045	2,757	3,130
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(110)	(156)	(154)
FUNDING BALANCE	-	-	-

Governance and tāngata whenua funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	4,336	4,163	4,312
Targeted rates	430	449	442
Grants and subsidies for operating purposes	-	-	-
Fees and charges	101	15	14
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	64	60	60
Total operating funding	4,931	4,687	4,828
Applications of operating funding			
Payment to staff and suppliers	2,456	2,734	2,468
Finance costs	69	69	43
Internal charges and overheads applied	2,329	1,810	2,242
Other operating funding applications	-	-	-
Total applications of operating funding	4,854	4,613	4,753
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	77	74	75
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	31	24	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	31	24	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	31	24	-
> to replace existing assets	523	485	487
Increase/ (decrease) in reserves	(446)	(411)	(412)
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	108	98	75
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(77)	(74)	(75)
FUNDING BALANCE	-	-	-

Parks and open space funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	-
Targeted rates	4,559	4,581	4,901
Grants and subsidies for operating purposes	-	-	-
Fees and charges	158	163	158
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	4,717	4,744	5,059
Applications of operating funding			
Payment to staff and suppliers	2,389	2,594	2,460
Finance costs	281	117	338
Internal charges and overheads applied	1,679	1,577	1,766
Other operating funding applications	-	-	-
Total applications of operating funding	4,349	4,288	4,564
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	368	456	495
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	521	538	555
Increase/ (decrease) in debt	989	807	781
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	1,510	1,345	1,336
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	989	807	781
> to replace existing assets	729	484	606
Increase/ (decrease) in reserves	160	510	444
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	1,878	1,801	1,831
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(368)	(456)	(495)
FUNDING BALANCE	-	-	-

Recreation and leisure funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	239	295	275
Targeted rates	7,927	8,742	8,353
Grants and subsidies for operating purposes	35	36	41
Fees and charges	1,482	1,593	1,579
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	61	63	46
Total operating funding	9,744	10,729	10,294
Applications of operating funding			
Payment to staff and suppliers	5,055	5,550	5,503
Finance costs	1,352	1,626	1,188
Internal charges and overheads applied	1,828	1,908	1,844
Other operating funding applications	-	-	-
Total applications of operating funding	8,235	9,084	8,535
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	1,509	1,645	1,759
Sources of capital funding			
Grants and subsidies for capital expenditure	-	1,750	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	1,647	4,113	3,087
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	1,647	5,863	3,087
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	1,647	4,113	3,087
> to replace existing assets	4,365	214	2,283
Increase/ (decrease) in reserves	(2,856)	3,181	(524)
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	3,156	7,508	4,846
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(1,509)	(1,645)	(1,759)
FUNDING BALANCE	-	-	-

Regulatory services funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	4,648	5,346	4,855
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	3,268	3,181	3,583
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	132	123	132
Total operating funding	8,048	8,650	8,570
Applications of operating funding			
Payment to staff and suppliers	4,822	5,081	5,265
Finance costs	15	15	11
Internal charges and overheads applied	3,204	3,547	3,285
Other operating funding applications	-	-	-
Total applications of operating funding	8,041	8,643	8,561
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	7	7	9
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	13	26	58
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	13	26	58
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	13	26	58
> to replace existing assets	-	-	-
Increase/ (decrease) in reserves	7	7	9
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	20	33	67
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(7)	(7)	(9)
FUNDING BALANCE	-	-	-

Solid waste funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	734	825	755
Targeted rates	-	-	-
Grants and subsidies for operating purposes	-	-	-
Fees and charges	538	537	538
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	1,272	1,362	1,293
Applications of operating funding			
Payment to staff and suppliers	392	405	431
Finance costs	186	170	97
Internal charges and overheads applied	364	323	377
Other operating funding applications	-	-	-
Total applications of operating funding	942	898	905
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	330	464	388
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	-	-	-
Increase/ (decrease) in debt	-	-	-
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	-	-	-
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	-	-	-
> to replace existing assets	522	533	518
Increase/ (decrease) in reserves	(192)	(69)	(130)
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	330	464	388
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(330)	(464)	(388)
FUNDING BALANCE	-	-	-

Stormwater funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	532	580	603
Targeted rates	2,951	3,028	3,065
Grants and subsidies for operating purposes	-	-	-
Fees and charges	66	68	66
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	3,549	3,676	3,734
Applications of operating funding			
Payment to staff and suppliers	1,116	1,119	1,303
Finance costs	1,024	1,126	940
Internal charges and overheads applied	246	212	245
Other operating funding applications	-	-	-
Total applications of operating funding	2,386	2,457	2,488
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	1,163	1,219	1,246
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	52	54	52
Increase/ (decrease) in debt	2,138	1,482	1,971
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,190	1,536	2,023
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	2,138	1,482	1,971
> to replace existing assets	774	-	-
Increase/ (decrease) in reserves	441	1,273	1,298
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	3,353	2,755	3,269
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(1,163)	(1,219)	(1,246)
FUNDING BALANCE	-	-	-

Wastewater funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	-
Targeted rates	7,723	7,309	7,777
Grants and subsidies for operating purposes	-	-	-
Fees and charges	-	-	-
Internal charges and overheads recovered	1,160	1,121	1,165
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	8,883	8,430	8,942
Applications of operating funding			
Payment to staff and suppliers	3,677	3,879	3,787
Finance costs	938	843	919
Internal charges and overheads applied	1,831	1,683	1,849
Other operating funding applications	-	-	-
Total applications of operating funding	6,446	6,405	6,555
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	2,437	2,025	2,387
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	150	154	150
Increase/ (decrease) in debt	2,799	944	203
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	2,949	1,098	353
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	2,799	944	203
> to replace existing assets	1,481	1,436	1,817
Increase/ (decrease) in reserves	1,106	743	720
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	5,386	3,123	2,740
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(2,437)	(2,025)	(2,387)
FUNDING BALANCE	-	-	-

Water funding impact statement

Prospective funding impact statement			
	Annual plan 2016/17 \$000	Long term plan 2017/18 \$000	Annual plan 2017/18 \$000
Sources of operating funding			
General rate, uniform annual general charge, rates penalties	-	-	-
Targeted rates	8,289	8,731	8,282
Grants and subsidies for operating purposes	-	-	-
Fees and charges	39	41	39
Internal charges and overheads recovered	-	-	-
Local authorities fuel tax, fines, infringement fees, and other	-	-	-
Total operating funding	8,328	8,772	8,321
Applications of operating funding			
Payment to staff and suppliers	3,222	3,442	3,176
Finance costs	1,798	1,868	1,857
Internal charges and overheads applied	700	650	712
Other operating funding applications	-	-	-
Total applications of operating funding	5,720	5,960	5,745
SURPLUS/ (DEFICIT) OF OPERATING FUNDING	2,608	2,812	2,576
Sources of capital funding			
Grants and subsidies for capital expenditure	-	-	-
Development and financial contributions	103	106	103
Increase/ (decrease) in debt	158	154	105
Gross proceeds from sale of assets	-	-	-
Lump sum contributions	-	-	-
Other dedicated capital funding	-	-	-
Total sources of capital funding	261	260	208
Applications of capital funding			
Capital expenditure			
> to meet additional demand	-	-	-
> to improve the level of service	158	154	105
> to replace existing assets	847	698	568
Increase/ (decrease) in reserves	1,864	2,220	2,111
Increase/ (decrease) in investments	-	-	-
Total applications of capital Funding	2,869	3,072	2,784
SURPLUS/(DEFICIT) OF CAPITAL FUNDING	(2,608)	(2,812)	(2,576)
FUNDING BALANCE	-	-	-

Appendix 9: Forecast capital spending

How much are we spending on capital works

Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
2,068	2,103	Access and Transport	2,018	2,123	2,138	2,204	2,272	2,341
1,609	2,742	Coastal Management	1,059	5,975	4,265	116	101	218
540	494	Community Facilities and Community Support	311	461	910	882	1,103	556
922	503	Corporate	478	636	433	697	733	882
523	485	Governance and Tangata Whenua	538	487	479	536	499	510
755	484	Parks and Open Spaces	767	606	969	837	1,111	515
4,365	214	Recreation and Leisure	2,328	2,283	437	509	396	425
522	533	Solid Waste	522	518	563	553	583	598
774	-	Stormwater Management	758	-	-	-	111	1,084
1,481	1,436	Wastewater Management	1,462	1,817	3,007	3,219	3,013	2,213
847	698	Water Management	900	568	3,503	3,482	1,881	1,386
14,406	9,692	Total asset renewal	11,141	15,474	16,704	13,035	11,803	10,728
New assets and upgrades								
6,326	4,345	Access and Transport	5,419	5,053	5,124	4,500	10,500	1,864
26	32	Coastal Management	26	31	32	32	33	34
432	17	Community Facilities and Community Support	7	336	109	16	19	21
214	53	Corporate	554	798	52	53	54	55
2,935	2,601	Economic Development	2,156	2,976	4,921	1,954	1,548	2,760
31	24	Governance and Tangata Whenua	52	-	12	-	-	-
989	807	Parks and Open Spaces	718	781	2,389	1,268	535	750
1,647	4,113	Recreation and Leisure	808	3,087	9,308	708	798	735
13	26	Regulatory Services	-	58	10	11	-	-
2,138	1,482	Stormwater Management	2,104	1,971	870	5,233	2,154	3,036
2,799	944	Wastewater Management	2,799	203	787	1,683	1,385	1,061
158	154	Water Management	106	105	179	200	688	97
17,708	14,598	Total new assets and upgrades	14,749	15,399	23,793	15,658	17,714	10,413
32,114	24,290	TOTAL CAPITAL WORKS	25,890	30,873	40,497	28,693	29,517	21,141

How much are we spending on capital works in Infrastructure

Access and transport								
Annual plan 2016/17 \$'000	Long term plan 2017/18 \$'000		Forecast 2016/17 \$'000	Annual plan 2017/18 \$'000	Annual plan 2018/19 \$'000	Annual plan 2019/20 \$'000	Annual plan 2020/21 \$'000	Annual plan 2021/22 \$'000
Asset renewal								
26	27	NZTA unsealed road metalling	26	27	27	28	29	30
1,018	1,035	NZTA sealed road resurfacing	1,018	1,020	1,052	1,085	1,119	1,152
20	20	NZTA environmental renewals	20	20	20	21	22	22
370	377	NZTA traffic services renewals	370	371	383	395	407	419
11	12	Studies	12	12	12	12	13	13
172	175	NZTA major bridge repairs	122	222	178	184	189	195
224	227	Footpath renewal	224	224	231	238	246	253
35	36	Car park reseals	35	35	36	37	38	40
191	194	NZTA street light asset renewal	191	192	198	204	210	216
2,067	2,103	Total asset renewal	2,018	2,123	2,137	2,204	2,273	2,340
New assets and upgrades								
2,005	604	CWB capital – urban cycleways fund (UCF)	100	82	1,470	109	112	288
51	52	CWB pathway sealing	47	51	53	54	-	-
-	111	Major community connector studies	-	109	-	116	-	123
142	145	Major drainage control	142	143	147	152	156	161
336	-	Raumati road reconstruction	843	-	-	-	-	87
50	51	NZTA drainage renewals	50	50	52	53	55	57
93	94	NZTA pavement rehabilitation	93	93	96	99	102	105
37	38	Traffic modelling	37	37	38	40	41	42
71	72	NZTA stormwater quality improvement	71	71	74	76	78	81
-	975	CWB new capital	-	-	-	-	-	-
14	14	New bench seating – districtwide	20	14	14	15	15	16
357	363	NZTA minor improvements	455	357	369	380	392	404
-	41	LED streetlight deployment	-	40	827	788	698	-
77	78	NZTA travel plan implementation	9	77	80	82	85	87
24	24	Street lighting upgrade	24	24	25	26	26	27
-	-	SH1 revocation	100	-	-	-	-	-
-	-	Local area connector – Raumati corridor	44	-	-	-	-	-
-	-	Local area connector – Arawhata traffic signals	167	-	-	-	-	-
817	1,308	Local area connectors	-	1,350	1,800	1,724	791	387
636	376	Major community connector upgrades	-	-	79	-	84	-
306	-	Road upgrading – Waitohu Valley Road	304	-	-	-	-	-
-	-	Major connectors – Nga Manu Road	661	-	-	-	-	-
1,309	-	Kapiti Road upgrade	1	-	-	-	-	-
-	-	Kapiti relief road	-	370	-	788	7,865	-
-	-	Kapiti Road (UCF4)	288	-	-	-	-	-
-	-	Guildford Drive/ Te Roto Road (UCF5)	2	-	-	-	-	-
-	-	Kapiti Road/ Larch Grove to Rimu Road (NET3)	677	-	-	-	-	-
-	-	Mazengarb Road (UCF3)	85	-	-	-	-	-
-	-	Mazengarb Road/ Guildford Drive (NET2)	10	-	-	-	-	-
-	-	Ratanui Road/ Mazengarb Road (NET9)	29	43	-	-	-	-

[Continued overleaf]

Access and transport (continued)								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
-	-	Otaihanga Road/ Ratanui Road (NET 8)	139	-	-	-	-	-
-	-	Raumati Road (UCF7)	306	200	-	-	-	-
-	-	DBC & MWH design	28	23	-	-	-	-
-	-	Poplar Ave retaining (UCF8)	320	-	-	-	-	-
-	-	Poplar Ave slow zone (NET7)	267	-	-	-	-	-
-	-	Ihakara Street/ Raumati Road (SH1 REV3)	-	654	-	-	-	-
-	-	Amohia Street crossing (SH1REV 5)	-	60	-	-	-	-
-	-	Ngaio/Te Moana/Railway (M2PP REV4)	-	314	-	-	-	-
-	-	King Arthur Drive/ Waikanae RR (M2PP REV2)	-	-	-	-	-	-
-	-	Te Moana Road signage and markings (NET5)	-	31	-	-	-	-
-	-	Park Avenue/ Ngaio Road (UCF2)	100	384	-	-	-	-
-	-	Waikanae TC/ Waikanae RR (SH1 REV1)	-	319	-	-	-	-
-	-	Ngarara/ Waikanae RR RTE (NET4)	-	157	-	-	-	-
6,325	4,346	Total new assets and upgrades	5,419	5,053	5,124	4,502	10,500	1,865
8,392	6,449	TOTAL CAPITAL WORKS	7,437	7,176	7,261	6,706	12,773	4,205

Coastal management								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
		Asset renewal						
13	14	Coastal signage	13	13	14	14	15	15
16	17	Coastal renewals	17	16	17	17	-	-
-	-	Coastal protection work	250	-	-	-	-	-
-	-	Coastal protection - Raumati	-	-	-	-	-	114
46	53	Beach accessways upgrade	46	51	53	54	56	57
29	29	Coastal planting	29	29	29	30	31	32
1,250	2,629	Coastal protection - Paekākāriki	450	5,866	4,152	-	-	-
255	-	Marine parade revetment	255	-	-	-	-	-
1,609	2,742	Total asset renewal	1,060	5,975	4,265	115	102	218
		New assets and upgrades						
26	32	Coastal restoration	26	31	32	32	33	34
26	32	Total new assets and upgrades	26	31	32	32	33	34
1,635	2,774	TOTAL CAPITAL WORKS	1,086	6,006	4,297	147	135	252

Solid waste								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
		Asset renewal						
510	526	Landfill closure	510	511	526	540	555	571
1	5	Otaki resource recovery centre	1	5	24	13	23	27
11	2	Otaihanga resource recovery facility	11	2	13	-	4	-
522	533	Total asset renewal	522	518	563	553	582	598
		New assets and upgrades						
-	-		-	-	-	-	-	-
-	-	Total new assets and upgrades	-	-	-	-	-	-
522	533	TOTAL CAPITAL WORKS	522	518	563	553	582	598

Stormwater management								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
		Asset renewal						
315	-	Waikākāriki gravel extraction	299	-	-	-	-	-
459	-	Charnwood grove	459	-	-	-	-	-
-	-	Nimmo Ave	-	-	-	-	111	1,084
774	-	Total asset renewal	758	-	-	-	111	1,084
		New assets and upgrades						
1,275	63	Reactive solutions capex	1,275	1,351	63	65	67	68
82	21	Pump station renewals	82	20	84	22	89	-
-	-	Stormwater emergency works	-	-	-	-	-	-
-	-	Paekākāriki town centre	-	-	-	-	111	571
-	-	Tilley road	-	-	-	-	-	-
-	79	Epiha Street bridge	-	-	79	2,700	-	-
-	-	Amohia Street SH1	-	300	53	540	-	-
-	-	Anthony / Magrath	-	-	-	-	-	114
204	1,261	Kena Kena pump station upgrade	204	300	-	-	-	-
16	6	Matatua Road house upgrade	16	-	13	16	-	-
-	53	Kākāriki SH1 and Awanui	-	-	526	1,350	1,388	-
561	-	Otaki beach pump station upgrade	527	-	-	-	-	-
-	-	Alexander Place	-	-	53	540	389	-
-	-	Riverbank Road	-	-	-	-	111	2,283
2,138	1,483	Total new assets and upgrades	2,104	1,971	871	5,233	2,155	3,036
2,912	1,483	TOTAL CAPITAL WORKS	2,862	1,971	871	5,233	2,266	4,120

Wastewater management								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
6	6	Capital expenditure depot	6	6	6	6	6	6
-	-	Renewal capex	2	-	-	-	-	-
112	116	Paraparaumu/Raumati wastewater pump station [WWPS] renewals unplanned	109	63	166	119	122	126
87	89	Paraparaumu/Raumati WWPS renewals planned	32	87	89	92	94	97
-	263	Paraparaumu/Raumati reticulation renewals planned	-	379	540	270	278	285
-	-	Paraparaumu/Raumati WWPS electrical renewals	-	-	-	-	17	17
51	53	WW treatment plant discharge consent renewal application	52	51	263	270	555	685
78	80	Paraparaumu treatment plant renewals	144	78	80	82	84	87
-	-	WW treatment plant ultra-violet renewal	-	-	53	324	-	-
61	63	Major electrical renewal	56	61	63	-	-	-
82	84	Major mechanical renewal	59	82	84	86	89	91
-	-	Aeration diffuser renewals	-	-	158	756	777	-
-	105	Screening replacement/inlet works	-	102	578	594	-	-
-	-	Clarifier flow augmentation renewal	-	-	-	-	-	171
700	-	WW treatment plant dissolved air floatation	848	-	-	-	-	-
51	53	Paraparaumu WW treatment plant renewals	5	51	53	54	56	57
-	-	Biofilter media replacement	-	-	-	27	-	-
-	-	RAS WW pump station upgrade	1	-	-	-	-	-
-	-	Sludge treatment facility renewals	-	-	-	-	56	-
26	26	Waikanae WWPS renewals planned	2	26	26	27	28	29
15	16	Waikanae WWPS renewals unplanned	13	15	16	16	17	17
15	16	Waikanae pump controls	6	15	16	16	-	-
2	2	Waikanae pump chamber renewals	-	2	2	2	2	3
-	179	Waikanae reticulation renewals planned	-	338	344	184	189	194
28	29	Waikanae reticulation renewals reactive	27	28	29	29	30	31
51	53	Otaki WWPS renewals unplanned	42	51	53	54	56	57
51	53	Otaki WWPS renewals planned	34	51	53	54	416	114
-	-	Otaki WW treatment plant upgrades process	8	-	-	-	-	-
-	84	Otaki reticulation renewals planned	-	265	269	86	89	91
2	2	WWPS maintenance safety improvements	-	2	2	2	-	-
13	13	Otaki reticulation renewals reactive	12	13	13	14	14	15
15	16	Otaki electrical renewals	1	15	16	16	-	-
36	37	Otaki WW treatment plant renewals	4	36	37	38	39	40
1,482	1,438	Total asset renewal	1,463	1,817	3,009	3,218	3,014	2,213

[continued overleaf]

Wastewater management (continued)								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
New assets and upgrades								
-	-	Te Roto Drive rising main relay	9	-	-	-	-	-
41	42	Paraparaumu/Raumati reticulation renewals reactive	46	41	42	43	44	46
-	-	Mazengarb 1 pump station electrical upgrade	[8]	-	-	-	-	-
4	4	WWPS maintenance safety improvements	-	4	4	4	-	-
-	-	Parallel rising main Te Ātiawa	-	-	-	-	-	114
304	-	Paraparaumu North wastewater network reconfiguration	286	-	-	-	-	-
-	-	Hurley pump station upgrade	-	-	-	65	452	-
-	-	Ratanui Road pump station upgrade	-	-	105	702	-	-
-	-	Rata Road pump station electrical upgrade	157	-	-	-	-	-
2,090	-	Waikanae duplicate rising main - advanced	2,088	-	-	-	-	-
-	736	Waikanae duplicate rising main	-	-	-	-	-	-
51	-	RAS pump station upgrade	-	-	-	-	-	-
-	-	Waikanae town centres renewal advancement	-	-	53	-	-	-
-	-	Waikanae town centres upgrade advancement	-	-	53	-	-	-
-	-	Waikanae pump station upgrade	-	-	105	540	555	-
4	4	WWPS maintenance safety improvements	-	4	4	4	-	-
-	-	Otaki WW treatment plant upgrade	-	-	-	-	333	902
306	-	Otaki WW treatment plant upgrades process	170	-	-	-	-	-
-	158	Pump station 12 & 13 upgrades	-	154	421	324	-	-
-	-	Otaki land discharge consent upgrade	50	-	-	-	-	-
2,800	944	Total new assets and upgrades	2,798	203	787	1,682	1,384	1,062
4,282	2,382	TOTAL CAPITAL WORKS	4,261	2,020	3,796	4,900	4,398	3,275

Water management								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
6	37	Paekākāriki treatment plant renewal	74	36	6	6	7	7
20	21	Paekākāriki network pipe renewal	23	20	21	22	22	23
-	-	Paekākāriki reservoir renewals	[1]	-	-	-	-	-
-	-	Paraparaumu town centres renewal advancement	-	-	53	-	-	-
275	289	Paraparaumu/Raumati network pipe renewal	[9]	275	284	292	300	308
-	-	Paraparaumu town centres upgrade advancement	-	-	53	-	-	-
112	118	Waikanae network pipe renewal	113	13	216	119	122	126
-	-	Reservoir safety improvements	2	-	-	-	-	-
-	-	WPS renewals	-	-	-	-	44	-
-	-	Waikanae town centres renewal advancement	-	-	53	-	-	-
6	-	Treatment plant house	6	-	-	-	11	-
-	-	Waikanae water treatment plant renewals	51	-	2,589	2,808	1,110	-
41	43	Waikanae water treatment plant minor renew	4	41	42	43	44	46
15	15	Universal water meter renewals	26	15	15	15	16	16
51	-	Strategic trunk network upgrades	131	-	-	-	-	-
153	-	Wai/Para/Rau reservoir renewals	221	-	-	-	-	-
-	-	Waikanae RRWG bore upgrade	4	-	-	-	-	571
-	-	Zone meter renewals	-	-	-	-	-	103
71	75	Ōtaki network pipe renewal	55	72	74	76	78	80
3	3	Ōtaki water treatment plant renewal	107	3	3	3	3	3
-	-	Treatment plant renewal	-	-	-	-	22	-
31	32	Hautere network pipe renewal	22	31	32	32	33	34
4	4	Hautere/Te Horo - replace restrictors	14	4	4	4	4	5
58	61	Water reactive Datran Scada renewals	58	58	60	62	63	65
846	698	Total asset renewal	901	568	3,505	3,482	1,879	1,387
New assets and upgrades								
20	-	Pump station upgrades	21	-	-	-	-	-
-	-	Waikanae town centres upgrade advancement	-	-	53	-	-	-
61	64	Districtwide unplanned new capex	13	61	63	65	67	68
-	44	Water education	-	-	-	-	-	-
15	19	WQ vermin protection upgrades	1	18	-	-	-	-
26	27	Waikanae water treatment plant minor upgrade	2	26	26	27	28	29
-	-	Wai/Para/Rau water supply project	40	-	-	-	-	-
36	-	Wai/Para/Rau pressure management	18	-	37	-	39	-
-	-	Waitohu bore installation	10	-	-	108	555	-
158	154	Total new assets and upgrades	105	105	179	200	689	97
1,004	852	TOTAL CAPITAL WORKS	1,006	673	3,684	3,682	2,568	1,484

How much are we spending on capital works in Community Services

Community facilities and community support								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
15	30	Paraparaumu housing renewals	60	15	55	35	53	26
102	64	Otaki housing renewals	123	49	40	37	86	37
2	2	Waikanae housing renewals	-	-	2	2	8	8
47	9	Rental properties renewals	-	-	37	7	3	31
-	-	Paekakariki - reroof	-	-	-	5	-	8
-	-	Paraparaumu/raumati - public toilet renewa	4	-	-	-	-	-
-	-	Districtwide toilets planned renewals	-	-	-	-	88	-
-	13	Waikanae - public toilet renewals	-	-	-	11	16	-
11	11	Otaki - public toilet renewals	8	-	9	9	12	106
53	55	Districtwide beams & seating	50	49	55	56	57	59
15	-	Road sealing	15	-	-	-	-	-
-	-	Paekakariki - hall furniture renewals	-	-	-	3	-	20
15	10	Paraparaumu/raumati - planned renewals	-	10	-	-	-	-
-	19	Paraparaumu/raumati-community centre entry	-	-	54	37	3	16
8	12	Paraparaumu - memorial hall renewals	-	11	29	25	16	37
5	-	Raumati - poolside restaurant	-	-	44	3	-	-
17	26	Paraparaumu - sports hall renewals	5	-	167	13	13	6
23	-	Waikanae - beach hall planned renewals	16	10	-	-	-	-
-	-	Reikorangi hall planned renewals	-	-	-	4	4	8
12	16	Waikanae - hall renewals	3	-	30	27	39	51
10	26	Waikanae - arts centre renewals	-	-	17	13	-	3
-	-	Waikanae museum renewals	-	-	5	-	-	-
8	17	Waikanae senior citizen hall renewals	-	-	19	27	26	17
-	-	Otaki hall planned renewals	-	-	23	22	10	31
3	3	Furniture & fittings	3	-	3	3	3	9
-	3	Exterior upgrade	-	-	-	3	16	-
122	158	EQP building remedial work - districtwide	-	275	230	535	548	-
31	-	Old Otaki service centre/museum	-	31	-	-	-	11
31	2	Paraparaumu depot planned renewals	9	-	66	-	27	47
5	14	Otaki depot planned renewals	12	8	11	-	59	17
-	-	Dog pound planned renewals	-	-	-	-	4	6
-	-	Security fence	-	-	-	-	5	-
3	3	Equipment renewals	3	3	3	3	4	4
538	493	Total asset renewal	311	461	899	880	1,100	558
New assets and upgrades								
255	-	Youth hub	-	250	-	-	-	-
88	9	Waikanae new toilets capex	-	-	101	8	10	12
8	8	Districtwide trees & planting	7	8	8	9	9	9
81	-	Awa tapu cemetery	-	78	-	-	-	-
432	17	Total new assets and upgrades	7	336	109	17	19	21
970	510	TOTAL CAPITAL WORKS	318	797	1,008	897	1,119	579

Economic development								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
-	-		-	-	-	-	-	-
-	-	Total asset renewal	-	-	-	-	-	-
New assets and upgrades								
1,099	421	Strategic land purchase	100	786	1,415	423	-	-
1,836	2,181	Town centre major connectors	272	509	936	1,531	1,548	2,760
-	-	W3B Mahara Square and cultural thread	-	-	30	-	-	-
-	-	W3C carpark cd/realignment Marae lane	-	904	-	-	-	-
-	-	W4 Whakarongotai Marae	-	599	695	-	-	-
-	-	P2 Rimu Road/Coastlands	180	-	-	-	-	-
-	-	P3 Kapiti Lights	335	-	-	-	-	-
-	-	P4 Iver Trask Place/Kapiti primary	476	178	1,845	-	-	-
-	-	K1 Kapiti Road - Stage 2	793	-	-	-	-	-
2,935	2,602	Total new assets and upgrades	2,156	2,976	4,921	1,954	1,548	2,760
2,935	2,602	TOTAL CAPITAL WORKS	2,156	2,976	4,921	1,954	1,548	2,760

Parks and open space								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
5	6	Paekākāriki tennis club	5	5	6	6	6	6
-	-	Campbell Park Reserve	-	-	-	-	88	-
-	-	Tennis court pavillion	-	-	-	-	-	11
-	-	Tennis court resurface	-	-	-	-	88	-
-	-	Campbell Park natural cricket pitch	-	-	-	-	-	28
-	-	Campbell Park toilet	-	-	-	-	93	-
-	-	Kotuku Park	-	-	94	-	-	-
-	-	Maclean Park	-	-	76	-	-	-
-	-	Marine Gardens - upgrade	-	-	-	-	88	-
-	-	Paraparaumu Domain	-	-	-	16	49	-
387	-	Te Ātiawa Park	387	-	26	-	-	-
-	101	Weka Park	-	99	-	-	-	-
-	-	Sam Way tennis court fence	-	-	-	49	-	-
-	101	Raumati tennis court reserve	-	99	-	-	-	-
-	-	Leinster Avenue Reserve	-	-	-	-	49	-
-	-	Lorna Irene Drive reserve	-	-	63	-	-	-
-	-	Rewa Road Reserve	-	-	-	102	-	-
-	-	Matai Road Reserve	-	81	-	91	-	-
-	71	Hookway Grove Reserve	-	69	-	-	-	-
76	-	Aorangi Road Reserve	76	-	-	-	-	-
-	-	Milne Drive Reserve	-	-	-	-	-	56

[continued overleaf]

Parks and open space (continued)								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
-	84	Marere Avenue Reserve	-	81	-	-	-	-
-	-	Pohutukawa Reserve	-	-	78	-	-	-
18	19	Parks fencing contribution	22	18	19	19	20	20
-	-	San Vito Place Reserve	-	-	-	70	-	-
-	-	Paraparaumu & Raumati - skate park	-	-	-	21	197	-
-	-	Gandalf Crescent Reserve	-	-	-	-	66	-
-	-	Waterstone Reserve	-	-	94	-	-	-
5	5	Fencing/bollards/gates	5	5	5	5	5	6
5	5	Seats/tables/bins/signs	5	5	5	5	5	6
5	5	Lighting	5	5	5	5	5	6
51	52	Carpark sealing	51	51	52	53	55	56
-	-	Toilets/changing facilities	-	-	21	-	-	22
-	-	Kotuku bridge	-	-	-	-	55	-
-	-	Mazengarb Reserve artificial turf replacement	-	-	-	-	-	22
25	-	Maclean Park built assets	25	51	-	-	-	-
-	-	Maclean Park replace pond edge	-	-	-	86	-	-
-	-	Te Ātiawa resurface courts	-	-	-	-	-	101
-	-	Weka Park	7	-	-	-	-	-
-	-	Skate Park lights	-	-	-	-	55	-
-	-	Sam Way tennis court resurface	-	-	-	53	-	-
-	26	Mathews Park	-	25	-	-	-	-
18	8	Otarua Park (capex)	18	8	8	-	-	11
-	-	Waikanae Park - replace fence	-	-	-	-	-	56
-	-	Waimanu lagoon paths	-	-	10	-	-	-
-	-	Waikanae Memorial Park resurface tennis court	-	-	97	-	-	-
-	-	Waimeha Domain	-	-	-	64	-	-
-	-	Reikorangi Domain tennis courts	-	-	31	-	-	-
-	-	Shotover Grove Reserve	-	-	-	64	-	-
-	-	Mahara Place	-	-	-	-	55	-
-	-	Ferndale Estate Reserve	-	-	83	-	-	-
-	-	Waikanae Park changing rooms	-	-	-	32	-	-
-	-	Waikanae Park cricket	-	-	-	-	44	-
-	-	Waimanu lagoon replace furniture	-	-	6	-	-	-
-	-	Pharazyn Ave reserve basketball court	-	-	-	30	-	-
-	-	Reikorangi tennis courts fence	-	-	21	-	-	-
-	-	Aotaki Street skate park - sunshade structure	-	-	-	-	-	17
-	-	Haruatai Park - cricket pitch	-	-	-	-	22	-
143	-	Haruatai Park	140	-	-	-	-	-
-	-	Ōtaki domain - court resurface	-	-	-	-	-	90
-	-	Moy Place reserve	-	-	-	-	66	-
5	-	Te Horo park furniture	5	-	-	-	-	-
-	-	Haruatai tennis court resurface	-	-	167	-	-	-
10	-	Otaki Beach facilities	10	-	-	-	-	-
-	-	Greenwood boulevard	-	-	-	64	-	-
-	-	Districtwide beams & seating	4	4	-	-	-	-
-	-	Coastal signage	-	-	-	-	-	-
753	483	Total asset renewal	765	606	967	835	1,111	514

Parks and open space (continued)								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
New assets and upgrades								
6	6	Paekākāriki trees and plantings	6	6	6	6	6	6
-	8	Tilley Road pavilion	-	8	-	53	-	-
3	-	Paekākāriki bike stands	3	-	-	-	-	-
6	6	Campbell Park trees and plantings	-	6	-	-	-	-
10	10	Paraparaumu & Raumati - trees & planting	2	10	10	11	11	11
20	-	Matthews Park	20	-	-	-	-	-
137	79	Kaitawa Reserve	137	102	157	-	-	-
-	-	Paraparaumu / Raumati playgrounds	-	-	71	-	-	67
15	16	Traffic islands Paraparaumu & Raumati Road	15	15	16	16	16	17
-	-	Shade covers	-	-	-	-	22	-
10	10	Irrigation/drainage	10	10	104	11	55	11
51	229	Otaraua Park [stage 2]	51	102	1,010	329	329	337
-	-	Marine Gardens Raumati pool building retrofit	-	-	626	642	-	-
5	5	Marine Gardens trees and plantings	-	5	5	5	5	6
-	-	Te Ātiawa softball diamond	-	-	-	48	-	-
31	31	Pharazyn Reserve - development	31	31	31	32	33	34
10	10	Waikanae - trees & plantings	10	10	10	11	11	11
-	-	Edgewater Park	-	-	-	-	-	34
-	-	Waikanae - new playgrounds	-	-	-	64	-	67
15	16	Tasman Lakes	15	15	16	16	16	17
5	5	Waikanae Park trees and plantings	5	5	5	5	5	6
-	84	Waikanae North Reserve	-	81	-	-	-	-
2	2	Ōtaki - educational signs	2	2	2	2	2	3
-	262	Ōtaki Beach development	-	51	200	-	-	-
10	10	Ōtaki - trees & plantings	10	10	10	11	11	11
92	-	Tasman Road Reserve	90	-	-	-	-	-
-	-	Ōtaki - new playgrounds	-	-	52	-	-	-
25	-	Ōtaki built assets	25	-	52	-	-	112
10	10	Haruatai Park paths	10	10	-	-	-	-
5	5	Haruatai Park trees and plantings	5	5	-	-	-	-
-	-	Ōtaki Gorge - improved path	-	-	-	-	11	-
-	-	Haruatai Park - picnic tables and barbecue	-	34	5	-	-	-
10	-	Shade area Ōtaki Beach	10	-	-	-	-	-
-	-	Planting fund - Ōtaki Reserve	-	-	-	5	-	-
509	-	Ōtaki splash pad	254	258	-	-	-	-
-	-	Districtwide trees & planting	2	-	-	-	-	-
-	-	Awa Tapu cemetery	-	5	-	-	-	-
-	-	CWB pathway sealing	4	-	-	-	-	-
987	804	Total new assets and upgrades	717	781	2,388	1,267	533	750
1,740	1,287	TOTAL CAPITAL WORKS	1,482	1,387	3,355	2,102	1,644	1,264

Recreation and leisure								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
Asset renewal								
84	-	Waikanae - pool tanks	95	-	-	89	-	-
8	12	Waikanae planned renewals	8	12	116	27	18	7
5	8	Waikanae - recreation equipment	5	8	5	5	22	62
102	19	Waikanae - building renewals	92	51	39	87	47	49
10	20	Ōtaki - pool plant replacement	10	18	20	43	140	25
3,913	21	Ōtaki building renewals/roof	1,957	2,013	39	88	25	15
-	3	Ōtaki - recreation equipment	-	3	5	5	22	67
84	-	Ōtaki - pool tanks replacement	83	-	87	-	-	93
52	-	Ōtaki theatre renewals	-	52	-	70	-	34
-	5	Arts events materials	-	5	10	5	11	6
5	6	Furniture & fittings	-	-	6	6	6	6
17	70	Planned renewals - Paraparaumu	-	68	78	29	18	-
10	11	Library technology project	-	-	10	11	11	11
-	-	Waikanae library building renewals	-	-	-	9	33	6
20	21	Furniture replacements	36	36	21	21	22	22
53	18	Ōtaki building renewals	44	17	-	15	22	22
-	-	Coastlands Aquatic Centre balustrade stairs	[1]	-	-	-	-	-
4,363	214	Total asset renewal	2,329	2,283	436	510	397	425
New assets and upgrades								
560	-	Filtration upgrade	280	285	-	-	-	-
-	-	Ōtaki - changing room	-	31	-	-	-	-
-	-	Performing arts centre	-	1,629	-	-	-	-
81	32	Public art acquisitions districtwide	-	111	31	32	33	34
-	1,825	Mahara Gallery upgrade - trust funded	-	-	3,470	-	-	-
255	-	Mahara Gallery - council funded	14	244	1,550	-	-	-
407	421	Materials additions	407	405	417	428	439	449
6	6	New building projects	6	6	6	6	6	6
10	11	Photocopiers/office equipment	10	10	10	11	11	11
-	-	RFID	-	-	313	53	-	-
268	1,733	Waikanae library building upgrade	16	257	3,438	-	-	-
3	10	Furniture and fittings	3	20	3	3	3	11
15	34	Building renewals	15	22	64	119	275	32
18	31	Plant renewals	18	31	-	48	25	88
23	12	Pool equipment	23	5	5	7	5	103
-	-	Coastlands Aquatic Centre poolside lighting	15	-	-	-	-	-
-	-	Coastlands Aquatic Centre grating upgrade	-	31	-	-	-	-
1,646	4,115	Total new assets and upgrades	807	3,087	9,307	707	797	734
6,009	4,329	TOTAL CAPITAL WORKS	3,136	5,370	9,743	1,217	1,194	1,159

How much are we spending on capital works in Planning and Regulatory Services

Regulatory Services								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
-	-	Asset renewal	-	-	-	-	-	-
-	-	Total asset renewal	-	-	-	-	-	-
13	26	New assets and upgrades	-	58	-	-	-	-
13	26	Handheld technology	-	58	-	-	-	-
13	26	Total new assets and upgrades	-	58	-	-	-	-
13	26	TOTAL CAPITAL WORKS	-	58	-	-	-	-

How much are we spending on capital works in Governance and Tāngata Whenua

Governance and Tangata Whenua								
Annual plan 2016/17 \$000	Long term plan 2017/18 \$000		Forecast 2016/17 \$000	Annual plan 2017/18 \$000	Annual plan 2018/19 \$000	Annual plan 2019/20 \$000	Annual plan 2020/21 \$000	Annual plan 2021/22 \$000
46	-	Asset renewal	46	-	-	48	-	-
12	12	Councillors' computer hardware	29	20	6	6	6	7
8	-	Civil defence & welfare centres	5	10	6	6	6	7
458	473	Civil defence communications & eoc equipme	458	457	466	476	487	497
524	485	Plant purchase & renewal a/c	538	487	478	536	499	511
524	485	Total asset renewal	538	487	478	536	499	511
-	8	New assets and upgrades	-	-	-	-	-	-
31	16	Rural fire pumps	9	-	12	-	-	-
-	-	EOC upgrade/carpark	43	-	-	-	-	-
31	24	"Welcome to Waikanae" Signage	52	-	12	-	-	-
555	509	TOTAL CAPITAL WORKS	590	487	490	536	499	511

Appendix 10: Disclosure statement

For the year ending 30 June 2018

What is the purpose of this statement?

The purpose of this statement is to disclose Council's planned financial performance in relation to various benchmarks to enable the assessment of whether Council is prudently managing its revenue, expenses, assets, liabilities, and general financial dealings.

Council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014, (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

Benchmark	Quantified Limit / Target	Planned	Met
Rates affordability			
• Rates (Income) affordability	\$62.44 million	\$61.92 million	Yes
• Rates (increase) affordability	5.5%	5.9%	No ¹
Debt affordability benchmark	\$200 million	\$171.36 million	Yes ²
Balanced budget benchmark	100%	98.5%	No ³
Essential services benchmark	100%	135%	Yes
Debt servicing benchmark	10%	12.4%	No ⁴

1. More frequent severe weather events and the November 2016 Kaikoura earthquake have changed the Kāpiti operating environment. A higher average rates increase is necessary to better our community resilience and respond to unforeseen additional work resulting from recent legislative changes.
2. Total borrowing should not exceed the quantified limit of \$200 million. Council's total net borrowing will be \$171 million in 2017/18. Gross borrowing is forecast to be \$186 million of which \$15 million is part of the Council's prefunding strategy and so is readily available to repay borrowings.
3. Kāpiti Coast District Council has not met this benchmark due to its policy of non-funded depreciation of infrastructure assets.
4. The Council's net finance expense exceeds 10% of total revenue mainly due to significant capital investment in the Kāpiti District over the past five years

Appendix 11: Forecast rating units

The following table shows the total number of rateable properties planned for this annual plan.

	2016/17	2017/18	Total capital value 2016/17 \$000	Total land value 2016/17 \$000	Total forecast capital value 2017/18 \$000	Total forecast land value 2017/18 \$000	Forecast growth
Rateable units	24,642	24,839	10,875,913	5,166,856	10,965,798	5,207,979	0.8%
Non-rateable units	729	735	378,680	138,952	382,484	142,736	
Total	25,371	25,574	11,254,593	5,305,808	11,348,282	5,350,715	

Appendix 12: Schedule of user fees and charges

All fees and charges include GST.

Building consent fees

Applicants are required to pay the full fee for the consent at the time of application.

Under some conditions, applicants may be required to pay additional fees when processing is completed. This will include fees for development levies, additional inspections, and other fees required under the Building Act 2004.

The inspection fee⁽¹⁾ is estimated on the number of inspections required for the type of work. If the number of inspections has been over-estimated a refund will be made. If additional inspections are required, they will be charged at the rate applicable at the time they occurred and will need to be paid before we issue a code of compliance certificate.

The fees exclude BRANZ, MBIE levies, refundable deposits.

The building consent fees in the following table include a digital storage charge of \$44.

⁽¹⁾ Inspection fee

This fee includes inspection on site, travel and review of documentation in office.

If the project is in a remote area or has difficult access, additional travel time will be charged.

Minor work (This includes one or two inspections as indicated. Additional inspections will be charged at \$150 per hour)	
Solid fuel heater (includes 1 inspection)	\$250
Solid fuel heater with wetback (includes 2 inspections)	\$365
Minor building work <\$5,000 (includes 1 inspection) e.g. sheds	\$300
Solar water heating (includes 1 inspection)	\$245
Plumbing and/or drainage work (includes 2 inspections)	\$420
Minor building work < \$10,000 retaining walls/carports decks/swimming/spa pools/conservatories/pergolas (includes 2 inspections)	\$750
Marquees (includes 1 inspection)	\$420
Residential demolition (includes 1 inspection)	\$510 plus \$578 refundable deposit
Commercial demolition (includes 1 inspection)	\$1,335 plus \$1,145 refundable deposit

Building consent fees continued

Processing of residential building consents	
Residential new building /alterations: \$10,001-\$20,000	\$725
Residential new building /alterations: \$20,001-\$50,000	\$1,025
Residential new building /alterations: \$50,001-\$100,000	\$1,320
Residential new building /alterations: \$100,001-\$250,000	\$1,620
Residential new building /alterations: \$250,001-\$500,000	\$1,920
Residential new building /alterations: \$500,001 upwards	\$1,920 plus \$150 for each \$100,000 or part thereof
New garage or farm building	\$875

Processing of commercial/industrial consents	
Commercial/offices/retail buildings: < \$20,000	\$1,175
Commercial/offices/retail buildings: \$20,001-\$50,000	\$1,920
Commercial/offices/retail buildings: \$50,001-\$100,000	\$2,670
Commercial/offices/retail buildings: \$100,001-\$250,000	\$3,120
Commercial/offices/retail buildings: \$250,001-\$500,000	\$3,565
Commercial/offices/retail buildings: \$500,001-\$1,000,000	\$4,165
Commercial/offices/retail buildings: >\$1,000,001	\$4,165 plus \$192 per additional \$100,000 value
Inspection fees ⁽¹⁾	
Standard inspection fee	\$112 per inspection
Final inspection fee	\$150

Project information memorandum (PIM) fees

Applicants are required to pay the full fee for the PIM at the time of application.

Residential new dwellings (PIM portion of consent)	
PIM – Residential	\$430
Additions and alterations (residential – PIM portion of consent)	
PIM – Multi-residential and commercial	\$745

Multi-proof consent fees

Applicants are required to pay the full fee for the consent at the time of application.

Under some conditions you may be required to pay additional fees when processing is completed. This will include fees for development levies, additional inspections and other fees required under the Building Act 2004.

If the number of inspections has been over-estimated a refund will be made.

The multi-proof consent fees below include a digital storage charge of \$44.

The fees exclude *BRANZ, MBIE levies (these are not set by the Council), refundable deposits.*

Multi-proof consents	
Multi-use consent	\$720 (3 hours processing), additional hours charged at \$150 per hour

Building consent fees – other charges

BRANZ and MBIE levies are not set by the council. They apply to all work valued at \$20,000 or more.

Levies	
BRANZ levy per \$1,000 (of project value over \$20,000)	\$1
MBIE levy per \$1,000 (of project value over \$20,000)	\$2.01
Accreditation levy	\$1.00 per \$1000 of project value over \$20,000
<i>For staged projects the levies are to be assessed on the total project value</i>	
Other charges	
Plan vetting	\$150 per hour
Unscheduled building, plumbing and drainage inspections	Time charge based on \$150 per hour
Registration of Section 72 certificate (as at January 2017 the disbursements are \$260 per registration)	\$140 plus disbursements (includes registration at Land Information New Zealand)
Administration staff (per hour)	\$100 per hour
Administration fee on refunds	\$84

Other charges	
Registration of Section 77(1) certificate (as at June 2015 the disbursements are \$260 per registration)	\$220 plus disbursements (includes registration at Land Information New Zealand)
Digital storage charge (if applicable and not already included in a separate fee)	\$46 per consent additional to above consent fees
Amendment to building consent application	\$230 lodgement fee (includes ½ hour assessment) plus \$150 per hour over and above first ½ hour
Application for discretionary exemption (Schedule 1, Part 1, Section 2, Building Act 2004)	\$230 lodgement fee (includes ½ hour assessment) plus \$150 per hour over and above first ½ hour
Warrant of fitness audit inspections	\$150 per hour
Inspection fees associated with a notice to fix	\$150 per hour
Engineering technical assessment/peer review	Cost plus 10%
New Zealand Fire Service design review	Cost plus 10%
New/amended compliance schedule	\$140

Building consent fees – other charges continued

Other charges	
Application for code of compliance certificate	\$75
Certificate of public use	\$315
Application for certificate of acceptance	\$315 plus building consent fees applicable to project
<i>The building consent fee does not include the cost of any structural engineer assessment which may be required</i>	
Land information memorandum	\$310 payable on application
Land information memorandum with building plans	\$326 payable on application
Certificate of title	\$34 payable on application
Reassessment fee (amended plans)	\$230 lodgement fee (includes ½ hour assessment) plus \$150 per hour over and above first ½ hour
Alternative design/details applications	\$150 per hour
Environmental health/plan vetting	\$150 per hour

Other charges	
<i>Residential damage deposit of \$565 may be applicable, increasing to \$985 if a new vehicle crossing is required</i>	
<i>Commercial damage deposit of \$1,120 may be applicable</i>	
Provision of building files and/or aerial maps via email or on CD	\$16
Access to building files/all copying/printing charges additional to the above services	Black and white: A4–first 20 copies free then 30c per page A3–40c per page
	Colour: A4–\$2.20 per page A3–\$3.50 per page
Building certificate for supply and sale of alcohol	\$130
Building warrant of fitness renewal (1-2 systems) up to .5 hour processing	\$75 (first ½ hour) \$150 per hour thereafter
Building warrant of fitness renewal (3+ systems) up to .75 hour processing	\$150 (first ¾ hour) \$150 per hour thereafter
Removal of Section 72 certificate	\$140 plus disbursements

Building consent fees – other charges continued

Other charges	
Time extension fee (for consents about to lapse or 24 months after issue)	\$96
List of building consents issued each week (emailed)	\$84 per year
List of building consents issued each month (emailed)	\$42 per year
List of building consents issued each month (posted)	\$52 per year
Receiving third party reports or other information to place on a property file at the owner's request	\$100
Application for exemption from the requirement to carry out seismic work on the building or part	\$230 lodgement fee (includes ½ hour assessment) plus \$150 per hour over and above first ½ hour
Application for heritage building for extension of time to complete seismic work	\$230 lodgement fee (includes ½ hour assessment) plus \$150 per hour over and above first ½ hour

District plan check fee all applications (except minor)	
Building consents with a project value < \$20,000	\$75 (first ½ hour) \$150 per hour thereafter
Building consents with a project value > \$20,001	\$150 (first hour) \$150 per hour thereafter

Resource management fees

Fees are as set under Section 36 of the Resource Management Act. Initial deposit fees are set under section 36(1) and must be paid before we start processing your application. Further charges will be incurred if additional time is spent processing the request, or if disbursement costs are incurred, which are over and above the allocated time provisions.

If any charge for an application is not paid by the due date, then Kapiti Coast District Council reserves the right under Section 36(7) of the Resource Management Act to stop processing the application. This may include the cancellation of a hearing or the issuing of a decision. If a hearing is cancelled or postponed due to the non-payment of a charge, the applicant will be charged for any costs that may arise from that cancellation or postponement.

Discounts shall be paid on administrative charges for applications for resource consent applications that are not processed within the statutory timeframes. The discounts shall be in accordance with the Regulations to the Resource Management Act 1991.

Notified applications	
Publicly notified applications	\$3000 deposit (covers first 20 hours of processing time, balance to be charged on time and material basis including advertising)
Limited notified applications	\$2,400 deposit (covers first 16 hours of processing time, balance to be charged on time and material basis including advertising)

Non-notified land use applications

(including temporary events)

Permitted activities (including temporary events)	nil
Home occupation – Controlled activities	\$210
Non-notified land use activities – general	\$900 deposit (covers first 6 hours of processing time, \$150 per hour thereafter)
Fixed fee Discretionary activities ⁽¹⁾ 1. Removal/trimming protected trees causing significant structural damage (as determined by an appropriately delegated, qualified and experienced person, i.e. an ecologist or council staff member) 2. Trimming of protected vegetation to maintain existing farm tracks 3. Earthworks to maintain existing farm tracks.	\$105

⁽¹⁾ Discretionary activities: Conditions apply, applications will only be accepted on a case by case basis and assumes adequate information provided.

Resource management fees continued

Non-notified land use applications (including temporary events)	
Certificate of compliance (certifies land use complies with district plan provisions)	\$750 deposit (covers first 5 hours of processing time, \$150 per hour thereafter)
Existing use rights certificate	\$900 deposit (covers first 6 hours of processing time, \$150 per hour thereafter)
Designations	
Notice of requirement to designate land – non-notified	\$1,200 deposit (covers first 8 hours of processing time, \$150 per hour thereafter)
Notice of requirement to designate land - notified	\$3,000 deposit (covers first 20 hours of processing time, balance to be charged on time and material basis including advertising)
Alteration to designation (non-notified)	\$1,200 deposit (covers first 8 hours of processing time, \$150 per hour thereafter)
Outline plan	\$1,050 deposit (covers first 7 hours of processing time, \$150 per hour thereafter)

Non-notified subdivision applications	
Subdivisions – 2-lot	\$1,500 deposit (covers first 10 hours of processing time, \$150 per hour thereafter)
All subdivisions	\$1,800 deposit (covers first 12 hours of processing time, \$150 per hour thereafter)
Boundary adjustment (as defined by district plan)	\$900 deposit (covers first 6 hours of processing time, \$150 per hour thereafter)
Update existing cross lease	\$210
Subdivision certifications	
Section 223 certificate	\$300 (fixed charge)
Section 224(c) certificate including other certificates	\$1,200 (fixed charge)
Section 224(f)	\$300 (fixed charge)
Section 5(1)(g) / s25(5), s32(2)(a) of Unit Titles Act 2010 (staged unit developments)	\$300 (fixed charge)

Resource management fees continued

Subdivision certifications	
Section 221 consent notice (when issued as a separate notice)	\$300 (fixed charge)
Section 226 certificate (certify subdivision complies with district plan provisions)	\$750 deposit (covers first 5 hours of processing time, \$150 per hour thereafter)
Miscellaneous applications/certificates	
Surrender of consent in whole or in part	\$300 (fixed charge)
Extensions on time limits	\$750 (fixed charge)
Change or cancellation of conditions/consent notice	\$750 deposit (covers first 5 hours of processing time) \$150 per hour thereafter)
Revocation of easements	\$300 deposit (covers first 2 hours of processing time, \$150 per hour thereafter)
Right of way (ROW) approval	\$900 (fixed charge)
Section 348 (Local Government Act) certificate (ROW certification)	\$750 (fixed charge)
Re-issue certificate (all types)	\$190 (fixed charge)
Transfer instruments and other miscellaneous legal documents	\$300 deposit (covers first 2 hours of processing time, \$150 per hour thereafter)

Subdivision certifications	
Reserves valuation calculation (land <\$150,000)	At cost
Other	
Private plan change	\$6000 deposit (covers first 40 hours of processing time, balance to be charged on time and material basis including advertising)
Transfer of resource consent	\$300
Objection to development contributions – note, fee to be refunded in part or in full depending on level of objection upheld by independent hearing commissioners	\$750 deposit (covers first 5 hours of processing time, \$150 per hour thereafter)
Encroachment licence (buildings/structures only)	\$900 deposit (covers first 6 hours of processing time, \$150 per hour thereafter)

Resource management fees continued

Other	
Re-issue encroachment license (new owner)	\$185 (fixed charge)
Planning certificate – alcohol licensing	\$150
Cost recovery charge for inspection of confirmed breach of district plan provisions	\$150 per hour
Cancellation of building line restriction	\$570 (fixed charge)
Hourly charge out rates and disbursements	
Staff:	
- Planner/engineer (all levels)	\$150 per hour
- Planning manager, asset manager	\$180 per hour
- Environmental protection staff (all levels)	\$150 per hour
Administration staff	\$100 per hour

Hourly charge out rates and disbursements	
Elected member commissioner costs per hour for any hearing:	\$200 per hour (or part thereof)
Sitting collectively without an independent commissioner: (chairperson, hearing commissioners)	\$100 per hour per elected member as chair and
Sitting with an independent commissioner	\$80 per hour per elected on a committee up to collective total of \$200 per hour (or part thereof).
Independent commissioners	At cost
Postage and stationery	At cost
Consultant's fees (The use of consultants/peer review will be undertaken in consultation with the applicant)	At cost
Copying and printing	Black and white: A4–first 20 copies free then 30c per page
	Black and white: A3–40c per page
	Colour: A4–\$2.20 per page A3–\$3.50 per page

Engineering fees

Note these fees apply in addition to the resource consent deposit fees on the proceeding pages. All consents will be subject to compliance monitoring which will be charging on an actual time basis at \$150 per hour.

Notified land use consents		
Notified	Application deposit	Application fee plus \$900 (includes the first 6 hours, balance charged on time and material basis)
Non-notified land use consents		
Development of multiple units per lot	Application deposit: - Up to 6 units	\$750 per application (includes the first 5 hours, balance charged on time and material basis)
	- 7 or more units	\$900 per application (includes the first 6 hours, balance charged on time and material basis)
Commercial/ industrial development or infrastructure development	Application deposit	\$900 per application
	Compliance monitoring administration fee	\$300 (includes the first 2 hours, \$150 per hour thereafter)

Non-notified land use consents		
Commercial/ industrial development or infrastructure development	Engineering drawing approval	\$1,350 (includes 3 submissions of engineering drawings, beyond this will be charged at \$150 per plan)
	Engineering construction supervision	Determined as 2% of the total estimated value of services (water, sanitary, drainage and road), including engineering and contingency fees (minimum of \$10,050)
All other non-notified land use consents	Application deposit per application	\$300 (includes the first 2 hours, \$150 per hour thereafter)
Subdivisions		
Fee simple	Application deposit	\$750 plus \$35 per lot (includes the first 5 hours, \$150 per hour thereafter)
Unit title	Application deposit: - Up to 6 unit titles	\$750 per application (includes the first 5 hours, \$150 per hour thereafter)

Engineering fees continued

Subdivisions		
Unit title	- 7 or more unit titles	\$900 per application (includes the first 6 hours, \$150 per hour thereafter)
Notified subdivisions		
Up to 6 lots or unit titles	Subdivision application deposit	Application fee plus \$975 (includes the first 6 ½ hours, balance charged on time and material basis)
7 to 12 lots or unit titles	Subdivision application deposit	Application fee plus \$1,200 (includes the first 8 hours, balance charged on time and material basis)
13 to 20 lots or unit titles	Subdivision application deposit	Application fee plus \$1,500 (includes the first 10 hours, balance charged on time and material basis)
More than 20 lots or unit titles	Subdivision application deposit	Application fee plus \$1,800 (includes the first 12 hours, balance charged on time and material basis)

Monitoring		
All compliance monitoring is to be charged at an hourly basis for staff time		\$150 per hour
Other subdivisions		
Boundary adjustments (including cross lease variation)	Application deposit per application	\$300
Second stage cross lease or conversion of cross lease to freehold	Application deposit per application	\$300
Right-of-way applications	Application deposit per application	\$300 (includes the first 2 hours, \$150 per hour thereafter)
Other		
Objection to decision		\$150 per hour
Variation to consent conditions		\$150 per hour
Encroachment licenses		\$150 per hour
Plan change applications		\$150 per hour
Easement – new/cancellation	Application deposit per application	\$300 (includes the first 2 hours, \$150 per hour thereafter)
Specialist consultants		At cost

Animal management fees

Registration Entire dog		
Class of dog (fee code)	Registration fee (pro-rated)	Fee (including penalty) if paid after 5pm, 31 July 2017
Disability assist dog (A)	Nil	Nil
Working dog (B)	\$65	\$97
Working dogs (3rd and subsequent (Bdisc)	\$39	\$58
Standard dog (C)	\$178	\$267
Approved owner (D)	\$153	\$229
Registration Fee for Dog Owner - Over 65	\$153	\$229
Dogs classified as dangerous dogs (H)	\$267	\$400
Owner current member of NZ Kennel Club (G)	\$153	\$229

Registration Neuter/spey		
Class of dog (fee code)	Registration fee (pro-rated)	Fee (including penalty) if paid after 5pm, 31 July 2017
Disability assist dog (A)	Nil	Nil
Working dog (B)	\$65	\$97
Working dogs - 3rd and subsequent (Bdisc)	\$39	\$58
Standard dog (E)	\$93	\$139
Approved owner (F)	\$65	\$97
Registration fee for Dog Owner Over 65	\$65	\$97
Dogs classified as dangerous dogs (I)	\$139	\$208

Animal management impoundment charges

These fees are also set so they're in line with the local government cost index and have increased by 1.9% for the 2017/18 financial year.

Impounding has occurred when a dog is confined to a dog control officer's vehicle or impounded.

Seizure has occurred when a notice of seizure has been served on the dog owner or placed at the dog owner's property.

No dog or stock will be released without payment of all impounding fees unless in exceptional circumstances.

Item	First impound or seizure	Second impound or seizure in any two year period	Third and subsequent impound or seizure in any two year period
Impounded/seized – dog (must be registered and micro chipped to release)	\$50	\$160	\$290
Impounded - Unregistered	90		
Sustenance – dog (per day)	\$12	\$12	\$12
Micro chipping – dog	\$49	\$49	\$49

Item	First impound or seizure	Second impound or seizure in any two year period	Third and subsequent impound or seizure in any two year period
Prearranged after hours release (two officers) – all	\$150 / Officer (1 hour of time, additional time at \$100 per hour)	\$150 / Officer (1 hour of time, additional time at \$100 per hour)	\$150 / Officer (1 hour of time, additional time at \$100 per hour)
Impounding – sheep and goats	\$34 per head plus any costs incurred in transporting stock	\$60 per head plus any costs incurred in transporting stock	\$123 per head plus any costs incurred in transporting stock
Impounding – cattle and horses	\$60 per head plus any costs incurred in transporting stock	\$123 per head plus any costs incurred in transporting stock	\$245 per head plus any costs incurred in transporting stock
Animal control officer hourly charge out rate		\$100 per hour	

Impoundment charges continued

Item	First impound or seizure	Second impound or seizure in any two year period	Third and subsequent impound or seizure in any two year period
Impounding – cattle and horses	\$60 per head plus any costs incurred in transporting stock	\$123 per head plus any costs incurred in transporting stock	\$245 per head plus any costs incurred in transporting stock
Animal control officer hourly charge out rate		\$100 per hour	
Officer charges relating to impounding of stock	\$100 per hour between 0800-1700 hours, \$150 per hour between 1701-0759 hours	\$100 per hour between 0800-1700 hours, \$150 per hour between 1701-0759 hours	\$100 per hour between 0800-1700 hours, \$149 per hour between 1701-0759 hours
Sustenance – sheep and goats (per day)	6.00 per day	6.00 per day	6.00 per day
Sustenance – cattle and horses (per day)	12.00 per day	12.00 per day	12.00 per day

Other animal management charges

	Owner current member of NZ Kennel Club	Working	Standard	Approved owner
Permit for three or more dogs (special license)	\$60	N/A	\$60	\$60
Approved owner application		N/A	\$47	\$47
Approved owner re-inspection fee*		N/A	\$25	\$25
Replacement tag	6.00 for first replacement tag 12.00 for any subsequent replacement tag			
Euthanasia	Actual cost plus 10%, but minimum \$45			
Relinquishment fee	\$65 ⁽⁵⁾			

* For site visit if:

- an approved owner changes address or;
- re-inspection to check that any required improvements have been made.

⁽⁵⁾ Provides contribution towards sustenance costs (three days minimum and administration and/or euthanasia costs.

Environmental health fees

Food Businesses operating under the grading system prior to 1 March 2016.

Note: when a food business operating under the grading system changes ownership the business must operate under the Food Act 2014, see the fees below.

Fee structure related to grading system

The fee structure for food premises in the 2017/18 financial year is weighted towards premises achieving an A Grade. It reflects the council goal to get all premises on an A Grade for the betterment of the district, to achieve the highest standards and to strive towards a more sustainable food safety future.

The amounts relate to fees effective from 1 July 2017 and uses Risk Factor 'C' figures.

A Grade premises: pay \$550 for registration.

This grading includes an allowance for one inspection (at no additional cost from last year except for indexing). The indexed fee change essentially rewards an operator for achieving the A Grade rating under the Kapiti Coast District Council Food Safety Bylaw 2006.

B Grade premises: pay \$67980 for registration.

This includes an allowance for two programmed inspections. Advice will also be targeted to a B Grade operator to assist them to achieve an A Grade rating under the Kapiti Coast District Council Food Safety Bylaw 2006.

D Grade premises: pay \$810 for registration.

This includes an allowance for three programmed inspections during the year with ongoing advice and support from the council, as provided with the higher grades.

E Grade Premises: The Food Safety Bylaw 2006 has this category available and the fee is \$940.

This fee is based on four programmed inspections. This type of premises will not be tolerated within the district. Officers will use all powers under the Kapiti Coast District Council Food Safety Bylaw 2006 to either increase the grade or close the premises if they fall into this category. Once closed, a premises will only be authorised to reopen once the required work is complete and a monitoring programme is put in place.

There are no fees for new food businesses under the grading system. All new businesses or businesses changing ownership must register a Food Control Plan or National programme under the Food Act 2014, see fees below.

Inspection rating	Number of inspections	Grade				
Risk Factor			A	B	C	D
17-20	1	A	\$320	\$435	\$550	\$935
12-16	2	B	\$445	\$570	\$680	\$1,065
6-11	3	D	\$575	\$700	\$810	\$1,195
1-5	4+	E	\$705	\$835	\$940	\$1,330

Other food activities

Other food activity under the grading system	
Additional inspection fee	\$150 per hour
Re-grading fee	\$150 per hour

Rest home premises are not required to be registered under the Food Hygiene Regulations 1974, yet are required to comply with the requirements of the Regulations. To ensure compliance an inspection is required and costs are charged.

All rest homes are required to meet the same standards as the food premises. The fee is in line with a Risk Factor C Grade A food premises.

Rest home	
Rest home	\$550

Food Act 2014 Fees

Registration and verification fees provide for a set time provision. Any additional time may be subject to the hourly rate of \$150.

Registration fees	
New Food Control Plans (FCP) or National Programme (NP) (2 hours)	\$300
Renewal for FCP and NP	\$150
New Registration Multi site business (FCP or NP)	\$300, plus \$150 for each additional site
Renewel of Registration Multi site business	\$150, plus \$50 for each additional site
Amendment to Registration	\$150/hr
Significant Amendment to Registration	\$300

Verification fees	
These fees include preparation, travel [within the district] reporting and administration time, if the activity exceeds the maximum hours set then an extra charge of \$150 per hour will be charged.	
Food Control Plan (FCP) (4 hours)	\$600
National Programme 1 (NP1) (2 hours)	\$300
National Programme 2 (NP2) (2.5 hours)	\$375
National Programme 3 (NP3) (3 hours)	\$450
Deemed(FCP) (4 hours)	\$550
Verification multisite business	See FCP or NP charges for first site plus \$150 per hour for any other site requiring verification
Unscheduled verification	\$150 per hour
Verification outside the district -FCP or NP	See cost for Verification and add any extra time, actual travel and accommodation costs

Other associated fees under Food Act 2014	
Verification follow up or Corrective Action Request (CAR) follow up	\$150 per hour
Investigation resulting in improvement notice	\$150 per hour
Follow up in relation to an improvement notice	\$150 per hour
Application for review of Improvement Notice	\$150 per hour
Monitoring of food safety and suitability	\$150 per hour
Cancelled verification (less than 24 hours' notice)	\$50
Failure to attend or facilitate a scheduled verification	\$150
Enforcement activity related to registration or complaints	150 per hour
Mentoring and advice or pre-verifications related to implementing a FCP or NP	\$150 per hour
Service for which a fee may have not been set under the Food Act 2014	\$150 per hour

Premises required to be registered under the Health Act 1956 and associated Regulations – current fees

Other Health Act	
Hairdressers (home occupation)	\$205
Hairdressers (commercial premises)	\$245
Funeral directors	\$320
Camping grounds	\$320

Alcohol licensing fees

The application fee applies to applications for new licences, renewals of licences and variations to licences. Application fees are payable on date of application.

In the case of a new licence, the annual fee must be paid prior to the issue of the licence and subsequently must be paid on the anniversary of the date the licence was issued.

In the case of an existing licence, the annual fee is payable on the most recent of the following:

- the date on which the licence was issued
- the date on which the licence renewed
- the date on which a variation of the licence was granted.

Pursuant to Regulation 6(4) of the Sale and Supply of Alcohol (Fees) Regulations 2013 the Council may, in its discretion and in response to particular circumstances, assign a fees category to premises that is one level lower than the fees category determined.

Alcohol licensing fees –enacted by Government in the Sale and Supply of Alcohol (Fees) Regulations 2013	
Very low	Application fee \$368 and annual fee \$161
Low	Application fee \$609.50 and annual fee \$391
Medium	Application fee \$816.50 and annual fee \$632.50
High	Application fee \$1,023.50 and annual fee \$1,035
Very high	Application fee \$1,207.50 and annual fee \$1,437.50

The Sale and Supply of Alcohol Act 2012 (the Act) was fully enacted on 19 December 2013

The Sale and Supply of Alcohol (Fees) Regulations 2013 associated with the Act include a fee regime for licensed premises and other types of licensing applications. In addition it includes a risk based fee structure for licensed premises which includes both an application and annual fee component.

Dependent on changes to the operation of the premises or enforcement actions undertaken against a licensee or manager, the fees may change each year. The fee categories represent a risk rating for types of premises, their trading hours and if they have had enforcement actions taken against them. They are calculated in accordance with Regulation 4 to 8 of the Sale and Supply of Alcohol (Fees) Regulations 2013

Alcohol licensing fees continued

Special licences – enacted by Government in the Sale and Supply of Alcohol (Fees) Regulations 2013	
Class 1 – 1 large event or more than 3 medium events or more than 12 small events	\$575
Class 2 – 1-3 medium events or 3-12 small events	\$207
Class 3 – 1 or 2 small events	\$63.25

Definitions of an event which the Territorial Authority believes on reasonable grounds will have patronage of:

- Large event – more than 400 people
- Medium event – between 100 and 400 people
- Small event – fewer than 100 people.

Pursuant to Regulation 10(2) of the Sale and Supply of Alcohol (fees) Regulations 2013, the Territorial Authority may, in its discretion and in response to particular circumstances, charge a fee for a special licence that is one class below the class of licence that is issued.

Fees payable for other applications – enacted by Government in the Sale and Supply of Alcohol (Fees) Regulations 2013	
Manager's certificate application or renewal	\$316.25
Temporary authority	\$296.70
Temporary licence	\$296.70
Extract of register (ARLA or DLC)	\$57.50

Trade waste consent fees

Trade waste consents	
Discharge less than 1,245m ³ (registered) consent fee	No charge
Discharge less than 1,245m ³ (permitted) consent fee	\$175
Discharge less than 1,245m ³ (permitted) re-inspection fee for non-compliance	\$90
Discharge greater than 1,245m ³ (conditional) consent fee	\$345
Discharge greater than 1,245m ³ (conditional) re-inspection fee for non-compliance	\$90

Residential Pool Fencing – Building (Pools) Amendment Act 2016

Residential Pool Fencing	
Compliance inspection and administration fee	\$150 per hour

General compliance fees

General compliance	
Extraordinary activities – bylaw permits	\$150 per hour
Litter Removal	Cost incurred for removal of litter plus 20%
Noise control – seizure fee (noise making equipment)	\$230 plus \$33 each additional callout
Noise control – seizure fee related to towing and seizure of a vehicle	\$233 plus actual towing charges
Noise control – alarm deactivation fee	Cost of service plus 20%
Amusement devices*	1 x 11.50
	2 x 13.80
	3 x \$16.10
	4 x \$18.40
Environmental protection officer hourly rate	150
Environmental protection administration hourly rate	\$100
Return of non-compliant signs	\$50
Commercial Outdoor Dining Licence	\$150 per annum

General compliance	
Commercial Trading in Public Places Licence (includes temporary, mobile and fixed shops, stalls and mobile traders commercially operating on Council owned and managed land)	\$150 per hour

*Amusement devices: Fee set by the Ministry of Business, Innovation and Employment (MBIE)

Abandoned vehicles	
Towage and recovery cost	Cost plus 20%
Daily storage fee	\$5.00 daily charge

Districtwide cemetery charges

The Council has an arrangement with certain funeral homes who provide services within the district to collect fees detailed in these cemetery charges on behalf of the council. In return, the funeral homes keep 15% of any total fee to cover their administration costs associated with collecting these fees.

Cemetery charges will be reviewed regularly to ensure that they are consistent with the council's revenue and financing policy.

Purchase of right for burial	Deceased was living <u>in</u> the district	Deceased was living <u>out</u> of the district
Services burial plot	No charge	No charge
Services cremation plot	No charge	No charge
Monumental and lawn area plots	\$1,675	\$3,538
Cremation garden and beam plots	\$932	\$2,699
Infant plots (under 1 year)	\$746	\$746
Natural burial plot	\$2,033	\$3,848
Interment fees		
Burial fee	\$1,073	\$1,073
Burial fee child (under 15 years)	\$536	\$536
Burial fee (Saturday)	\$1,861	\$1,861

Interment fees	Deceased was living <u>in</u> the district	Deceased was living <u>out</u> of the district
Burial fee Child (under 15 years) (Saturday)	\$930	\$930
Burial fee infants (under 1 year)	No charge	No charge
Ashes interment	\$143	\$143
Ashes interment Child (under 15 years)	\$71	\$71
Natural burial fee	\$1,073	\$1,073
Natural burial fee Child (under 15 years)	\$536	\$536
Oversized casket fee (additional to burial fee)	\$269	\$269
Extra charges		
Monumental permit	\$148	\$148
Hire of lowering device	\$103	\$103
Hire of grass mats	\$103	\$103
Burial disinterment fee	\$1,303	\$1,303
Cremation disinterment fee	\$157	\$157

Housing for older persons - weekly rental charges

Accommodation category	Address	Weekly rent effective 5 September 2017 (Existing tenants)	Weekly rent effective 1 July 2017 (New tenants)
Category A Single bedroom unit built pre-1960	Tahuna Unit 18 Aotaki/Kirk Street, Ōtaki	\$81	\$100
Category B Single bedroom unit built post-1970	Oakley Court, Eatwell Avenue, Paraparaumu	\$91	\$112
	Donovan Road, Paraparaumu	\$89	\$110
	Arnold Grove, Paraparaumu	\$89	\$110
	Wellington Road, Paekākāriki	\$88	\$100
	Tahuna Flats, Kirk Street (units 15 & 16)	\$81	\$100
Category C Single or double bedroom unit built pre-1970	Kainga Complex, Aotaki Street, Ōtaki	\$88	\$107

Accommodation category	Address	Weekly rent effective 5 September 2017 (Existing tenants)	Weekly rent effective 1 July 2017 (New tenants)
Category D Double bedroom unit post 1970	Paterson Court, Kirk Street, Ōtaki	\$114	\$140
	Tahuna Units 9, 10, 11, 12, 17, 18 Kirk Street, Ōtaki	\$114	\$140
	Hadfield Court, Te Rauparaha Street, Ōtaki	\$114	\$140
	Repo Street, Paraparaumu	\$116	\$143
	Oakley Court Eatwell Avenue, Paraparaumu	\$116	\$143
Category E Superior single bedroom units (Waikanae)	Belvedere Avenue, Waikanae	\$112	\$138

Swimming pools charges

Swimming pools charges	
Adult per swim ⁽¹⁾	\$5
Child per swim ⁽²⁾	\$3
Under 5 years old swim	\$1.50
Adult swimming with child under 5 years of age	\$1.50
Spectators	Nil
Community services cardholder per swim	\$3
Senior citizen (65 years of age and over)	\$3
Aquafit Adult per class	\$6
Aquafit Senior per class	\$5.50
Hydroslide (Waikanae and Coastlands Aquatic Centre – unlimited use per visit) ⁽³⁾	\$2.50
Family pass (family of 4, minimum of 1 adult or maximum of 2 adults). Each extra family member is \$2.50	\$12
Family pass plus hydroslide Each extra family member is \$2.50 and extra slide pass is \$2.50	\$19.50

Swimming pools charges		
Group discount adult (10 or more)	\$4.50	
Group discount child (10 or more)	\$2.70	
Spa and/or sauna (Coastlands Aquatic Centre) in addition to pool entry ⁽⁴⁾	\$2	
Spa (Waikanae Pool) in addition to pool entry ⁽⁴⁾	\$1	
Spa and/or sauna (Ōtaki Pool) in addition to pool entry ⁽⁴⁾	\$2	
10 swim	Adult	\$45
	Child	\$27
	Community services cardholder	\$30
	65 years of age and over	\$30
	Aquafit	\$54
20 swim	Adult	\$85
	Child	\$51

Swimming pools charges continued

Swimming pools charges		
30 swim	Adult	\$120
	Child	\$72
50 swim	Adult	\$187.50
	Child	\$112.50
Swimming pool complex hire - Coastlands Aquatic Centre*	\$400 per hour (peak) \$200 per hour (off peak**)	
Swimming pool complex hire - Ōtaki*	\$100 per hour	
Swimming pool complex hire - Waikanae*	\$300 per hour	
Competitive events	<u>plus</u> per head entry at applicable rate	
Lane hire	\$7.50 per hour	
School lane hire (Lessons only-not using Kāpiti coast aquatics instructors)	\$7.50 per hour	

Swimming pools charges	
Commercial lane hire	\$10 per hour <u>plus</u> per head entry at applicable rate
Meeting room hire (Coastlands Aquatic Centre only)	<u>Community groups</u> \$11 per hour \$36 half day use \$65 full day use <u>Commercial use</u> \$18 per hour \$70 half day use \$125 full day

Swimming pools charges continued

Swimming pools charges	
Targeted aquatic events/activity programmes	<p>Throughout the year the council may organise a number of targeted aquatic events/activity programmes.</p> <p>These programmes may involve an actual and reasonable participation fee that will be determined in accordance with the nature of the event or activity.</p> <p>The participation fee will be authorised by the relevant group manager acting under general delegated authority.</p>
Learn to swim	\$12 per lesson (depends on the number of weeks in the term)

⁽¹⁾ Adult 16 years plus.

⁽²⁾ Child 5-15 years.

⁽³⁾ Adults accompanying an under 8 slide user do not pay the hydroslide fee.

⁽⁴⁾ Spa and/or sauna only (i.e. no swim) is at applicable pool entry rate.

*Subject to discretion of pool management depending on availability.

** After 4pm Saturday and Sunday, after 7pm weekdays.

Sportsgrounds charges (per season)

Fees include access to changing facilities where applicable.

These fees exclude junior sport.

Sports activity (seasonal)	
Cricket (grass)	\$1,351 per block
Cricket (artificial)	\$598 per block
Croquet	\$1,050 per grass court
Netball	\$135 per court
Rugby	\$678 per field
Rugby league	\$678 per field
Football	\$678 per field
Softball	\$678 per field
Tennis	\$203 per court
Touch	\$336 per field
League tag	\$336 per field
Twilight football	\$336 per field

Sports activity (one-off bookings)	
Cricket (grass)	\$189 per block
Cricket (artificial)	\$80 per block
Netball	\$11 per court
Rugby	\$107 per field
Rugby league	\$107 per field
Football	\$107 per field
Softball	\$88 per field
Tennis	\$16 per court
Touch	\$74 per field
League tag	\$74 per field

Reserve land rentals

Reserve land rentals	
Clubs with alcohol licences	\$844
Clubs without alcohol licences	\$423
Craft, hobbies and other activities	\$339
Educational (standard)	\$205
Youth and service	\$205

Hall hire charges ⁽¹⁾

Hall hire	
Bond – all halls	\$311 (\$603 for 21st parties)
Paekākāriki Memorial Hall ⁽¹⁾	\$12 per hour \$39 per 4 hours \$76 per 8 hours \$2 coin user pays system for heaters
Paekākāriki tennis club hall ⁽¹⁾	\$10 per hour \$20 per 4 hours \$49 per 8 hours
Raumati South Memorial Hall ⁽¹⁾	\$11-\$17 per hour \$44-\$60 per 4 hours \$89-\$124 per 8 hours \$2 coin user pays system for heaters

Hall hire	
Paraparaumu Memorial Hall ⁽¹⁾	\$11-\$20 per hour \$44-\$79 per 4 hours \$88-\$145 per 8 hours \$2 coin user pays system for heaters
Waikanae Memorial Hall ⁽¹⁾	\$23-\$136.00 half day, mezzanine floor, small hall, main hall \$55 to hire a personal address system
Waikanae Community Centre ⁽¹⁾	\$41 per hour
Waikanae Beach Community Hall ⁽¹⁾	\$10 per hour \$30 per 4 hours \$54 per 8 hours \$2 coin user pays system for heaters

Hall hire charges⁽¹⁾ continued

Hall hire	
Reikorangi Community Hall ⁽¹⁾	\$10 per hour \$20 per 4 hours \$48 per 8 hours
Ōtaki Memorial Hall ⁽¹⁾	\$11-\$20 per hour \$44-\$83.00 per 4 hours \$88-\$145 per 8 hours \$2 coin user pays system for heaters
Mazengarb sports complex	\$13 per hour
Paraparaumu College gymnasium hall	\$30 per hour week days \$14 per hour weekends

Fees will vary in accordance with the space that is hired within the ranges, size and type of facility.

Library fees and charges

Lending	
Best seller books ⁽¹⁾	\$4.80
DVDs ⁽¹⁾	\$3.80 or \$5.20 for multi disc set
Talking books	no charge
Loans/reserves	
Interloans	\$15.60 each
International interloans	\$31.20
Library membership	
Membership cards (replacement)	\$3.70
Anyone living, working, owning property or studying on the Kāpiti Coast can join the Kāpiti Coast District Libraries at no charge and use the resources of all of our SMART Libraries. Horowhenua residents who do not meet the above criteria can join Kāpiti Coast District Libraries and use Ōtaki, Waikanae, Paraparaumu and Paekākāriki libraries.	Free

Library membership	
Anyone who is not in either of these categories can either join Kāpiti Coast District Libraries as a subscription member or pay prescribed fees.	\$2 per item, or \$65 for 6 months, or \$130 per annum
Other services	
Faxes and scanning – local/national	\$1.30 for first page 70c for each subsequent page
Faxes and scanning – international	\$1.80 for first page 90c for each subsequent page
Historic photo service	\$5.10 per high resolution digital image emailed or copied to a CD to customer for personal use. \$51 per high resolution digital image emailed or copied to a CD for commercial purposes.
Laminating	\$3.40 for A4 and \$5.50 for A3
Photocopying – black and white	30c charge per A4 side 40c charge per A3 side
Photocopying – colour	\$2.20 charge per A4 side \$3.50 charge per A3 side
Library bags	\$3.20

Library fees and charges continued

Other services	
eBook publishing	<p>Epub and mobi formatting:</p> <ul style="list-style-type: none"> – \$52 up to 30 chapters and 350 pages of double spaced, 12 point Times New Roman font in the Word document submitted for formatting – \$1.20 for each additional chapter – \$12 for each additional 100 pages over 350 – Customize for these retailers for \$22 each: Amazon, Apple, Kobo and Google – Smashwords file preparation \$42 – Formatting redo/edits for ebook files already formatted by the Library Digital Team start at \$26 – Boxed sets will be charged based on the number of books included: \$52 for book 1 and add \$30 for each additional book up to four books. price on application for larger boxed sets <p>Post-edit after ePub and Mobi format complete due to typos and author-related mistakes: \$32</p> <p>CreateSpace Layout \$155 for the first 75,000 words/\$22 for each additional 10,000 words</p> <p>CreateSpace cover preparation: \$156 if the cover was designed by the library digital team and \$182 if the cover was designed elsewhere.</p> <p>Cover design: \$208-\$312 plus expenses which may include image and font purchase</p> <p>Administration fee 5% of total cost</p>

Other services	
Library Publications	Price will vary depending on publication
Digital and ebook workshops	\$25-\$45 per session
3D printing	Workshops with model \$45 Fabrication of a model price on application.
Overdue loan charges	
Books, magazines, adult CDs	60 cents per day
Children's books	20 cents per day
Best sellers and DVDs	\$1.30 a day
Services free of charge	
Children's CDs and talking books	No charge
Internet	No charge

Pricing for non-fiction or graphic rich texts/manuscript formatting will be evaluated on a case by case basis as these can take a lot longer to format.

⁽¹⁾ Items will be reduced by 50% for holders of a super gold card with a community services notation on their super gold card.

No charge for the profoundly deaf borrowers for DVDs.

Library fees and charges continued

Coastlands meeting room at the Paraparaumu Library hire	
Community groups	
Community groups – evening	\$45
Half day	\$40
Full day	\$70
Half day plus evening	\$75
Full day plus evening	\$100

Paraparaumu Library meeting room hire	
Commercial groups	
Commercial groups – evening	\$90
Half day	\$75
Full day	\$135
Half day plus evening	\$150
Full day plus evening	\$200

Arts and Museums fees and charges

Kāpiti Arts Guide and Trail	
Arts Trail participation fee and entry in Arts Guide	\$175
Entry in Kāpiti Arts Guide only	\$115

Solid waste charges

Otaihanga Landfill (cleanfill only)	
Cleanfill <i>- must meet the cleanfill acceptance criteria published on the council website</i>	\$12 per tonne \$8 minimum charge less than 350kg Pre-approved cleanfill ⁽¹⁾ no charge

⁽¹⁾Pre-approval **must** be obtained from the solid waste services manager **in advance** for disposal at no charge.

Fees for pre-paid rubbish bags, green waste and gate fees at the Otaihanga, Waikanae and Ōtaki resource recovery facilities are all set by commercial collectors and operators and are therefore not included in the schedule.

License fee	\$172 annually
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More information can be found on the council website
kapiticoast.govt.nz

Official information request charges

For requests under the Local Government Official Information and Meetings Act (LGOIMA) 1987.

Charges ⁽¹⁾ are for search and research and for the production and distribution of the result		
1	Official information requests involving research or collation (in excess of two hour) will be charged per hour (chargeable in 30 minute increments after the first 1 hour)	\$38 per half hour or part thereof
2	Black and white copying A4 (the first 20 copies free) then charge per sheet	20c
3	Black and white copying per sheet for A3	40c
4	For any other cost, the amount actually incurred in responding to the request. For example specialty copying (maps etc), including provision of electronic media storage devices, will be done at cost. For clarification, specialty copying includes colour copying at \$2.10 charge per A4 sheet and \$3.40 charge per A3 sheet	At cost

Charges⁽¹⁾ are for search and research and for the production and distribution of the result

5	Requests requiring specialist experts, not on salary, to research and process the request	At cost
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In instances where a charge is to be applied, the council will notify the requester as soon as possible. The requester will be provided with an estimate of the cost of the request and will be asked to confirm in writing that they agree to pay. The requester will only be charged for the actual cost of providing the information but the charge will not exceed the advised estimated amount. If a deposit is required, the requester will be advised of this when they receive notification of the estimated charge.

⁽¹⁾ How official information charges are determined: ⁽²⁾⁽³⁾⁽⁴⁾⁽⁵⁾

- Staff time supervising requestors review of documentation at counter
- Postage/courier
- Collection of files from source
- Reviewing files for confidential items
- Hours spent in research and compiling response in excess of one hour
- Where repeated requests from the same source are made in respect of a common subject over intervals of up to eight weeks, requests after the first should be aggregated for charging purposes
- A deposit may be required where the charge is likely to exceed \$76. In instances where a deposit is requested, work on the request may be suspended pending receipt of the deposit.

⁽²⁾ The council will provide electronic media storage devices at cost but cannot accept a device provided by the requester as this runs the risk of introducing viruses into the council systems.

Official information request charges continued

- ^[3] Charges may be waived or modified at the discretion of the chief executive or a group manager, This will generally be in a situation where there is an agreed public interest in the disclosure of the requested information or where payment may cause financial hardship to the requestor, and therefore the charge may become an unreasonable deterrent to seeking information.
- ^[4] The council, in determining these charges has taken account of the Ministry of Justice guidelines on charging. At a general level, the Office of the Ombudsmen have taken the view that the standard charging regime set out in the government guidelines is reasonable.
- ^[5] The council will not charge for the following:
- involvement by chief executive or elected members
 - any costs of deciding to release information
 - costs associated with looking for a lost document
 - costs of liaising with an Ombudsman
 - legal or other professional advice
 - liaison with any third party (e.g. informant)
 - costs associated with transferring a request to a more appropriate organisation
 - costs of refining application with requester, and
 - correspondence or phone calls with requester.

Access and transport charges

How corridor access fees are determined

- Project works, major works, and minor works are as defined by the national code of practice for utility operators' access to transport corridors (November 2011).
- The council may at its discretion allow for multiple sites to be included in a single CAR application with a single fee being charged. Applicants shall, if they consider there is a case to combine multiple sites, provide the council with the justification for a combined application fee.
- Possible examples where a single fee may be considered are as follows:
 - Repetitive works of a minor nature requiring minimal or no excavation works
 - Minor works on multiple sites (maximum of 4-5 minor streets)
 - Main contractor managing multiple works but located on a single site.

Corridor access fee	
Corridor access request (CAR) fee ⁽¹⁾ project works	\$274
Corridor access request (CAR) fee ⁽¹⁾ major works	\$138
Corridor access request (CAR) fee ⁽¹⁾ minor works	\$69
Roading engineer	\$150 per hour
Clerk of works	\$100 per hour

Paper road closure	
Road stopping application fee	\$743
Hourly rate for additional work	\$150 per hour
Vehicle crossing inspection fee	
Traffic engineer/transport planner Hourly rate for administration of crossing application, pre- and post-construction site inspections and sign off.	\$150 per hour
Overweight loads permit fee	
To cover vetting and issuing a permit for [an] overweight loads[s] or specialist vehicles using local roads and that starts or finishes its journey in Kapiti Coast District. Processing time will be invoiced based on hourly engineering fee. <small>*note: when a full technical bridge assessment is required this could take 1-2 working days and will be invoiced per hour</small>	\$150 per hour [minimum charge \$75]

*for SH1 permits apply to New Zealand Transport Agency direct

Wastewater charges

Wastewater treatment	
Connection to network	Quoted as per site
Septage disposal and treatment	\$25 [per cubic metre]

Water charges

Water charges	
Connection to network	Quoted as per site
Special reading – water meters	\$35
Water dedicated filling point access card	\$65
Water charge for potable water from water supply system	1.25 times the water rate per cubic metre
Water meter accuracy testing	\$375 for water meters up to DN25mm Quoted per site for water meters greater than DN25mm

Water rates

Fixed charge per separately used part of a rating unit – refer to the funding impact statement.

Volumetric charge – refer to the funding impact statement.

Laboratory charges

Testing suitability of water - laboratory charges	
Alkalinity	\$11.50
Ammonia-N g/M3	\$17.25
BOD g/M3	\$23
Chloride g/M3	\$17.25
COD g/M3	\$23
Conductivity mS/cm	\$9.20
DO g/M3	\$6.90
DRP-P g/M3	\$17.25
F/Coli + E.Coli	\$29.90
Enterococci no/100ml	\$20.70
F/Coli no/100ml	\$18.40
Fluoride g/M3	\$23
Iron g/M3	\$17.25
Nitra+Nitri-N g/M3 (Nitrate)	\$17.25
Nitrite-N g/M3	\$17.25
pH	\$9.20
Presence/absence coliform	\$18.40
Salinity	\$9.20

Testing suitability of water - laboratory charges	
TEMP °C	\$6.90
Total coliforms no/100ml	\$18.40
Total P g/M3	\$23
Total solids %	\$11.50
Total solids g/M3	\$17.25
Turbidity NTU	\$9.25
UV transmission	\$9.20
Suspended and Volatile solids g/M3	\$28.75

Appendix 13: Development contributions policy

Guidance on this policy

This guidance is for advice and is not part of the policy itself

The development contributions policy is a funding policy for planned capital expenditure on community facilities within the district. The policy gives council a method for assessing and collecting contributions to fund infrastructure that is required as a result of growth. The policy –

- summarises and explains the capital cost identified in the Long term plan 2015–35 that council expects to incur to meet the increased demand for network infrastructure (roads, water, wastewater and stormwater collection and management) and community infrastructure resulting from growth; and
- states the proportion of the total cost of capital expenditure that will be funded by development contributions; and
- explains the rationale for using development contributions as the funding mechanism (as distinct from other mechanisms such as financial contributions, rates, or borrowings); and

- specifies the level of contribution payable in different parts of the district; and
- specifies when a development contribution will be required; and
- prescribes conditions and criteria for applications for remission, postponement and refund of development contributions.

The policy has been developed as required by the Local Government Act 2002 (LGA). Where possible, council has used plain English in this policy. However, there are parts of this policy where the specific phrasing in the legislation is critical to the meaning, and in those places council has used the language from the Act. All references to sections and clauses of legislation in this policy refer to the Local Government Act 2002 and its amendments, unless otherwise specified.

Calculations and assessments – what’s the difference?

This policy talks about two different kinds of sums – calculations and assessments.

In this policy, *calculations* are council’s financial mathematics to work out how much the development contribution will be for each unit of demand, in each funding service area. Calculations are part of the policy.

Council makes *assessments* when someone applies for a resource consent or a building consent, a certificate of acceptance, or a new water or wastewater service connection. An assessment works out how many “units of demand” apply to a specific development, at a specific time, and therefore, how much should be paid in development contributions. Assessments are used to apply the policy.

Development contributions policy 2015

Commencement and review

1. This policy takes effect from 1 July 2015.
2. The policy will be reviewed at least once every three years, and it may be amended at other times.
3. The latest version of the policy is on council's website.

Policy under the Local Government Act 2002

4. This policy is made under section 102 of the Local Government Act 2002. All references to legislation are to that Act unless otherwise specified.

Definitions

5. In this policy the following definitions apply –

allotment has the meaning given to it in section 218(2) of the Resource Management Act 1991, and 'lot' has the same meaning

community facilities means reserves, network infrastructure, or community infrastructure for which development contributions may be required

community infrastructure means the following assets when owned, operated, or controlled by a territorial authority—

- community centres or halls for the use of a local community or neighbourhood, and the land on which they are or will be situated—
- play equipment that is located on a neighbourhood reserve—
- toilets for use by the public.

development means –

- any subdivision, building (as defined in section 8 of the Building Act 2004), land use, or work that generates a demand for reserves, network infrastructure, or community infrastructure, but
- does not include the pipes or lines of a network utility operator (as defined in section 166 of the Resource Management Act 1991).

development contribution means a contribution that is provided for in this policy which has been calculated in accordance with the methodology

household unit equivalent (HUE) is a ratio for assessing units of demand for which development contributions are required

gross floor area (GFA) is the sum of all floors of all buildings on a site, measured from the face of exterior walls, or from the centre lines of walls separating two buildings. In particular, gross floor area includes –

- lobbies at each floor
- floor space in interior balconies and mezzanines
- all other floor space not specifically excluded.

The gross floor area of a building does not include –

- elevator shafts and stairwells
- uncovered stairways
- floor space in terraces (open or roofed), external balconies, breezeways, porches
- areas used for vehicle parking and vehicle circulation, lift towers and machinery rooms
- switchboard areas/plant rooms.

household unit means a home or residence that is a self-contained unit, includes kitchen and bathroom facilities of any nature and is physically separated, or capable of being separated, from any other household unit

network infrastructure means the provision of roads and other transport, water, wastewater, and stormwater collection and management

non-residential development means any development that falls outside the definition of residential development in this policy

one-bedroom household unit means a household unit (including a studio apartment) that has not more than two rooms excluding a kitchen, laundry, bathroom, toilet or any room used solely as an entranceway, passageway or garage

residential development means the development of premises for any domestic or related purpose for use by persons living in the premises on a full or part-time basis, living alone or in family and/or non-family groups (whether any person is subject to care, supervision or not), and residential activity has the same meaning. For the avoidance of doubt, residential development does not include—

- work from home, hotels, motels, camping grounds, motor camps or other premises where residential accommodation for five or more travellers is offered at a daily tariff; or
- rest homes, hostel accommodation or similar premises that provide shared or communal facilities.

residential activity and **residential use**, have the same meaning given in residential development

service connection means a physical connection to a service provided by, or on behalf of, council.

Outline of development contributions

6. A development contribution is a contribution towards the total cost of capital expenditure for community facilities that is required as a consequence of growth in the district or part of the district.

7. Development contributions may be collected to fund –
 - o the total cost of capital expenditure for community infrastructure that council expects to incur as a result of growth; and
 - o capital expenditure that council has already incurred in anticipation of growth.
8. Development contributions will not be required to fund any of –
 - o operations and maintenance costs
 - o any part of a capital expenditure project that is funded from another source
 - o costs that council incurs to fund asset renewals
 - o costs that council incurs to increase levels of service that are below the stated service standard.

Purpose of the policy

9. The purpose of the policy is to enable council to recover from those persons undertaking development a fair, equitable and proportionate portion of the total cost of capital expenditure to service growth over the long term.

Funding principle

10. Council has decided that 100% of the cost of capital expenditure that is needed to meet growth needs is to be funded by developments.

Principles of development contributions

11. The following principles are from section 197AB of the LGA, and have been taken into account when preparing this policy –
 - o Development contributions will only be required if the effects or cumulative effects of developments will create or have created a

requirement for council to provide or to have provided new or additional assets or assets of increased capacity.

- o Development contributions are determined in a manner that is generally consistent with the capacity life of the assets for which they are intended to be used, and in a way that avoids over-recovery of costs allocated to development contribution funding.
- o Cost allocations used to establish development contributions should be determined according to, and be proportional to, the persons who will benefit from the assets to be provided (including the community as a whole) as well as those who create the need for those assets.
- o Development contributions will only be used –
 - for or towards the purpose of the activity or the group of activities that the contributions were required for; and
 - for the benefit of the district or funding service area that the development contributions were required for.
- o Council will make sufficient information available to demonstrate what development contributions are being used for and why they are being used.
- o Development contributions should be predictable and be consistent with the methodology and schedules of this policy.
- o When calculating and requiring development contributions, council may group together certain developments by geographic area or categories of land use, provided that –
 - the grouping is done in a manner that balances practical and administrative

efficiencies with considerations of fairness and equity; and

- grouping by geographic area avoids grouping across an entire district wherever practical.

Relationship with financial contributions in the district plan

12. Development contributions under the Local Government Act are different from financial contributions under the Resource Management Act.
13. Council considers that financial contributions are the best way to avoid, remedy, or mitigate the adverse effects of development activities on the environment long term for reserves and open spaces. The policy on financial contributions is in the Kāpiti coast district plan which is available at www.kapiticoast.govt.nz
14. A financial contribution may not be required for the same purpose as a development contribution. Council will not require a development contribution if it has imposed a financial contribution condition on a resource consent in relation to –
 - o the same development
 - o for the same purpose, and
 - o at the same level and intensity of development.
15. Nothing in this policy diminishes any requirement in the district plan to carry out works associated with avoiding, remedying or mitigating the effects of a development.
16. Council's complete policy on financial contributions may be viewed at council's main office and on council's website www.kapiticoast.govt.nz

Basis for requiring development contributions

17. Development contributions may be required for one or more developments if –
 - o the effect of the developments is to require new assets, or additional assets of increased capacity, and
 - o as a consequence council incurs capital expenditure to provide appropriately for –
 - roading and transport
 - water supply
 - wastewater services
 - stormwater collection and management
 - community infrastructure.
18. Council may require a development contribution from any development towards –
 - o capital expenditure expected to be incurred as a result of growth; or
 - o capital expenditure already incurred in anticipation of growth.

When a development contribution may be required

19. Council may require a development contribution under section 198 of the Local Government Act 2002 when –
 - o resource consent is granted under the Resource Management Act 1991 for a development within the district; or
 - o building consent is granted under the Building Act 2004 for building work situated in the district (including the grant of a certificate of acceptance); or
 - o council authorises a service connection.

When a development contribution is not required

20. Council will not require development contributions in the following circumstances –
 - o council has imposed a condition on a resource consent in relation to the same development for the same purpose under section 108(2)(a) of the Resource Management Act 1991; or
 - o the developer will fund or otherwise provide for the same local network infrastructure in agreement with council. All other applicable development contributions will still apply.

Exemptions

21. The following developments are exempt from development contributions –
 - o accessory buildings as set out in the Kāpiti coast district plan
 - o surplus farm buildings as set out in the Kāpiti Coast district plan

- o any subdivision where no additional units of demand are created (examples may include but are not limited to, upgrading of cross-leases, conversion to freehold title, and unit title subdivision)
 - o any other development where no additional units of demand are created
 - o new buildings within school grounds
 - o council's own developments.
22. Any development by a council organisation, a council-controlled organisation or a council-controlled trading organisations is not exempt from development contributions.

What development contributions may be used for

23. Council may use only development contributions for or towards –
 - o capital expenditure on the infrastructure activity for which they have been collected, and
 - o in the funding service area they have been charged for under this policy.
24. Where a development contribution has been collected for a project that is now changed, the development contribution may be applied to assets for the same general function and purpose within the same development contribution funding service area.
25. Where council receives a development contribution for capital expenditure that has already been incurred by council, council will have met its obligations under the LGA that relate to the use of the development contribution, unless a refund is due.

Third party funding excluded from calculations

26. Where council anticipates or receives funding from a third party for any part of the growth component of capital expenditure for infrastructure covered under this policy, then that funding is excluded from the costs to be recovered by development contributions.

Funding considerations

27. Council has a significant role in providing infrastructure where it cannot be provided effectively, efficiently and equitably by individuals, or the community, or the private sector, or central government. This role includes council's obligations to the district, including –
- o vision and guidance
 - o prudent stewardship
 - o sustainable development
 - o growth management
 - o regulatory functions, to ensure development outcomes meet safety and quality standards.
28. Council plans to provide infrastructure in a timely and affordable manner so that –
- o growth on the Kāpiti coast is predominantly within existing urban areas, with intensification around town centres and public transport centres;
 - o the capital expenditure for growth will be affordable for council, the community and those undertaking developments.
29. In delivering infrastructure for growth, council will incur significant costs, often before the growth actually occurs. Development

contributions enable council to provide the very infrastructure that developments depend on.

30. Council has decided that development contributions are the best way to fund a fair, equitable, and proportionate portion of the total cost of capital expenditure necessary to service the effects or cumulative effects of growth over the long term for the following activities—
- o network infrastructure
 - o community infrastructure.
31. Council has decided that financial contributions are the best way to avoid, remedy, or mitigate the adverse effects of development activities on the environment long term for the following activities—
- o Reserves and open spaces.

Community outcomes

32. Council has a statutory role in promoting the achievement of its outcomes. Council's outcomes for the community are –
- o thriving economy, vibrant culture, diverse community
 - o resilient community
 - o wise management of public funds
 - o democracy through community participation
 - o strong partnerships.
33. These outcomes are described in more detail in council's Long term plan 2015–35.
34. Development contributions under this policy are consistent with council's outcomes. Council considers that requiring an appropriate level of development contributions from development, applied alongside other funding tools, is the best overall solution to achieving community

outcomes while balancing the costs and benefits in terms of funding between the community, council, and those undertaking developments.

The role of ratepayers

35. Council generally provides public infrastructure for growth ahead of growth occurring and once built, this infrastructure will generally require annual operating costs that need to be funded as well.
36. While operating costs are funded through rates and user charges, many of these operating costs will still need to be met whether new ratepayers arrive or not. If new development does not materialise, this cost will fall to the existing ratepayers.
37. Growth projections and capital spending for growth have to be closely aligned and monitored in order to ensure infrastructure is provided only where and when it is required. Kāpiti Coast District Council's growth modelling is conservative, to reduce the risk of council providing infrastructure that is not required. The district plan ensures that development does not take place in locations where infrastructure is insufficient to cope with increased demand. Council recognises the potential implications of under-recovery of growth spending on the ratepayer body as a whole and will monitor the rate of development in order to manage this risk.
38. The main issues for the ratepayer body as a whole are –
- o for growth to generally pay for the costs of growth, and
 - o for the rating effect of growth infrastructure to be managed by council.

Benefits of development

39. The benefits of development accrue primarily and largely to those who undertake development. In the first instance, developers benefit from the infrastructure that enables their developments to occur, and from the higher prices they get for serviced developments. The benefits of additional infrastructure capacity are then passed to the new owners of housing and commercial property who will use the additional capacity.

Need created by new developments

40. The growth community (those persons that will create or use developments in the future) creates the need for council to invest in additional capacity, for the benefit of the growth community.

Benefits of separate funding

41. The benefits of funding additional infrastructure capacity resulting from development growth through development contributions include greater transparency and allocative efficiency. The use of funding service areas also aids transparency and allocative efficiency by signalling variations in the cost of providing infrastructure in different funding service areas. Allocating expenditure to very small funding service areas creates administrative complexity and costs, so funding service areas need to take account of administrative burdens. Districtwide contributions are also appropriate when infrastructure operates as a network (e.g. roading and some stormwater).
42. Existing residents and businesses, however, gain no direct benefit from, and should not be

required to fund through rates, the addition of capacity to existing networks that adequately meet their needs.

- o Benefits of infrastructure provided by the current community – Existing residents and businesses benefit from the community infrastructure that has been provided for their needs, so they should meet the costs of maintaining or improving levels of service.
 - o Equity considerations – Funding the cost of providing increased capacity in the district's infrastructure through development contributions rather than by debt that is serviced by rates promotes equity between existing residents and newcomers. If council did not use separate funding for community infrastructure to meet the needs of the growth community, then the funding burden would largely fall on ratepayers. The impact on ratepayers would be unfair and in many cases, would be unaffordable.
43. It is appropriate that development contributions fund additional capacity in water supply, wastewater, stormwater and roading. The benefits of this additional capacity accrue to new households and businesses generating demand for that capacity. Development contributions paid by developers are likely to be passed on through section and building prices to the residents of new households and businesses. Existing residents and businesses do not create the demand for the additional capacity and in the absence of growth, it would not have been provided. Therefore, they should not be required to fund through rates, the addition of capacity to networks that adequately meet their needs.

Funding service areas for development contributions

44. Some parts of the district have a greater range and standard of infrastructure services than other parts (e.g., water supply or wastewater system). Council has decided to use service funding service areas to define the areas in which development contributions may be required. This balances practical and administrative efficiencies with considerations of fairness, equity and the distribution of benefits among the various funding sources, including ratepayers and developers.
45. The funding service areas for development contributions depend on the type of infrastructure, the type of development and the impact of that development.
46. Each capital expenditure project will be assigned to only one funding service area. A development within any funding service area may be required to pay the development contribution applicable to that funding service area.
47. The funding service area for each activity is defined in the maps to the policy. Funding service area boundaries reflect current and planned future service provision areas, and they do not necessarily conform to council's ward boundaries.
48. The funding service areas for development contributions are listed in Table 1 on the facing page.

TABLE 1 – Funding service areas for development contributions

Activity	Funding service areas	Funding service area name	Map reference
Roading and transport	District	Roading – district	RD
Water supply	Ōtaki	Water – Ōtaki	W1
	Paekākāriki	Water – Paekākāriki	W2
Water treatment	Waikanae, Peka Peka, Paraparaumu, Raumati	Water treatment – central	W3
Water reticulation	Waikanae	Water reticulation – Waikanae	W4
	Peka Peka	Water reticulation – Peka Peka	W5
	Paraparaumu, Raumati	Water reticulation – Paraparaumu, Raumati	W6
Wastewater	Ōtaki	Wastewater – Ōtaki	WW1
Wastewater treatment	Waikanae, Paraparaumu, Raumati	Wastewater – central	WW2
Wastewater reticulation	Waikanae	Wastewater reticulation – Waikanae	WW3
	Paraparaumu, Raumati	Wastewater reticulation – Paraparaumu, Raumati	WW4
Stormwater collection and management	District	Stormwater – district	SWD
	Ōtaki	Stormwater – Ōtaki	SW1
	Waikanae	Stormwater – Waikanae	SW2
	Paraparaumu, Raumati	Stormwater – Paraparaumu, Raumati	SW3
	Paekākāriki	Stormwater – Paekākāriki	SW4
Community infrastructure	District	Community infrastructure – district	CID

Transitional provisions

49. A limited set of network and community infrastructure projects, will continue to be funded on a district wide basis. This applies only to projects that meet all of the following criteria –
- a) the infrastructure was constructed on the basis of funding from districtwide development contributions
 - b) the infrastructure was constructed prior to the introduction of this policy
 - c) council has not yet received the full level of development contributions to fund the growth proportion of the infrastructure.
50. Council's view is that growth communities in smaller funding service areas should not be obliged to be the sole funders of growth infrastructure that might not have been constructed to the same extent, capacity or scale, if the 2014 amendments to the Local Government Act had been in place at an earlier time.
51. The infrastructure to which these transitional provisions apply is listed in table 10 in this policy.

Roading and transport

52. The funding service area for roading is the district.
53. The district's roading network comprises the major routes and local roads including related bridges, walls and embankments, footpaths, walkways and cycleways, parking facilities, and lighting. The network is characterised by interdependent components where development growth adversely impacts other areas of the network if new capacity is not constructed.

54. All communities in the district, regardless of where they live, use parts of the network for access to employment, education, to purchase goods and services, and for community activities.
55. Council recognises that growth will be unevenly distributed across the district. In areas where growth is expected, there will be additional demand for roading infrastructure. In areas where no growth is projected, it is unlikely that there will be any subdivision that creates additional demand. However, the administrative complexity of creating separate funding service areas for each area unit would outweigh the benefits.

Water supply

56. Council provides three urban water supply schemes (Waikanae/Paraparaumu/Raumati, Ōtaki, and Paekākāriki).
57. The Ōtaki and Paekākāriki schemes serve distinct communities and each one will be a separate water supply funding service area under this policy.
58. The water treatment plant located in Waikanae serves communities in Waikanae, Peka Peka, Paraparaumu and Raumati. The costs of meeting demand for additional capacity at the Waikanae treatment plant will be funded equitably by having a single funding service area for water treatment, limited to those properties that may be connected to the service now or in the future.
59. There are distinct reticulation schemes, serving the communities at –
 - o Waikanae and Peka Peka, and
 - o Paraparaumu and Raumati.
60. Demand for additional capacity in Waikanae is expected to be quite different from the increased demand from Paraparaumu and Raumati. The

costs of meeting additional reticulation will be funded equitably by having two separate funding service areas, for–

- o Waikanae and Peka Peka
- o Paraparaumu and Raumati.

61. The Peka Peka water supply is a trickle feed which means connected properties must have 24-hours of onsite storage. For this reason, Peka Peka will be charged only 50% of the development contribution that is charged in the Waikanae water reticulation funding service area.

Wastewater

62. Council provides two wastewater schemes, one at Ōtaki, and one in Paraparaumu.
63. The Ōtaki scheme serves a distinct community and is a separate funding service area under this policy.
64. The Paraparaumu wastewater scheme has a single treatment plant located in Paraparaumu, and reticulation networks serving the communities at Waikanae, Paraparaumu and Raumati.
65. The costs of meeting demand for additional capacity at the Paraparaumu plant will be funded equitably by having a single funding service area for wastewater treatment, limited to those properties that may be connected to the service now or in the future.
66. Demand for additional capacity in Waikanae is expected to be quite different from the increased demand from Paraparaumu and Raumati. The costs of meeting additional reticulation will be funded equitably by having two separate funding service areas, for–
 - o Waikanae
 - o Paraparaumu and Raumati.

Stormwater collection and management

67. Council provides stormwater collection and management services for the benefit of the whole district, and specific funding service areas in particular. If stormwater flows are not contained and managed for public and environmental health and safety, then flooding damages property and prevents safe access to parts of the district.
68. Stormwater collection and management has two related processes—
 - o On-site collection and management for individual lots. While individual lots may have onsite collection, council is responsible for design and management of stormwater flows when they leave the site. Council may charge development contributions for infrastructure that provides this service.
 - o Collection and management of stormwater in public areas (roading network, reserves, etc). Council may charge development contributions for infrastructure that provides this service.
69. Flooding has occurred in the past in many parts of the district, and the stormwater network also needs additional capacity to meet future growth needs. The lack of sufficient pipe capacity and the resulting need to provide stormwater collection and management works across the district is seen as one of the most significant impacts of continued development.

Community infrastructure

70. The only community infrastructure projects in this policy are assets that were built prior to 2015, partly to meet anticipated growth demands. The development contribution component of those projects was funded on a districtwide basis, and council has decided to “grandparent” this funding basis for those projects.

Capital expenditure in relation to growth

Capital costs already incurred in anticipation of growth

71. Development contributions will be required from development to meet the cost of infrastructure capacity that council has already provided partly in anticipation of development, where legislation allows. See Table 3 on page 10 for details.

Roading and transport

72. Development growth increases traffic volumes which adversely affect traffic flows, and safety on road surfaces. To maintain the current level of service for a growing population, additional works are required across the network. These works typically comprise many small projects right across the district over a 30-year period. Works will be timed to approximately match expected growth, to ensure cost effective use of council’s resources and assets.
73. Development contributions will be required for the districtwide upgrades of roads, public transport facilities, cycleways, pedestrian walkways, and associated infrastructure to meet growth needs. The roading and transport projects funded by this policy are listed in the schedule to the policy.

Water supply

74. When new households and non-residential activities connect to the system, the water pressure service standards for other households in the network may be reduced. To meet growth needs, and maintain the level of service, council must provide additional capacity for treatment and the reticulation network. The work may be programmed as a specific upgrade or it may be timed to coincide with the renewal programme.
75. Council plans to provide additional supply infrastructure for Paraparaumu, Waikanae and Raumati to meet growth needs and serve existing users. The Waikanae water treatment plant will also need expanded capacity.
76. Development contributions will be required for capital works to provide additional treatment, storage and reticulation capacity for specific funding service areas. The water supply growth projects funded by this policy are listed in the schedule to the policy.

Wastewater

77. When new households and non-residential activities want to connect to the system, council must provide additional capacity for reticulation and treatment. The work may be programmed as a specific upgrade or it may be timed to coincide with the renewal programme.
78. Development contributions will be required for council-funded capital works to provide reticulation and treatment for specific funding service areas. Most of the capital expenditure over the next 30 years will be upgrading infrastructure including pump stations, parallel pipes, augmentation of carriers and new balance tanks. A significant component of these

upgrades is required to service additional growth. The wastewater projects funded by this policy are listed in the schedule to the policy, Table 10, pages 22-24.

Stormwater collection and management

79. Council plans to invest in substantial stormwater collection and management works over the next 30 years. Development contributions will be required where the purpose of those works is to meet demand for additional capacity in the network of pipes and streams that make up the stormwater system. The stormwater collection and management projects funded by this policy are listed in the schedule to the policy.

Community infrastructure

80. Council will continue to collect development contributions for capital expenditure on the following community assets, because they were constructed on the basis of districtwide development contributions as well as ratepayer funding.

Table 2 Community infrastructure assets that council has already built

Project	Total cost(\$)	Growth share
Paraparaumu Library	1,848,000	33%
Ōtaki Library	275,000	25%
Coastlands Aquatic Centre	5,709,000	33%
Improved civic administration building	1,513,000	20%

Future assets that development contributions will be required for

81. Table 3 shows, for each activity –

- o the capital expenditure in council's Long term plan 2015–35 that council expects to incur to meet the increased demand for network infrastructure and reserves resulting from growth.
- o the total amount of development contribution funding sought for that activity
- o the proportion of the capital expenditure that will be funded by development contributions and other sources of funding.

Where council anticipates funding from a third party (such as the New Zealand Transport Agency) for any part of the growth component of the capital expenditure budget, then this proportion is excluded from the costs used to calculate development contributions.

Units of demand – the household unit equivalent (HUE)

82. The units of demand used in this policy are referred to as HUEs. The HUE is a composite unit of measurement based on the demand for services created by a single household. The HUE incorporates roading, water and wastewater use.
83. Council has developed its scale of HUEs on a consistent and equitable basis, having considered–
- o the need to separate residential and non-residential activities because of the different demands they place on council's community facilities

Table 3 Summary of costs of capital expenditure to be funded by development contributions 2015–35

Infrastructure purpose	Capital expenditure (\$) already incurred to meet growth demand ¹	Capital expenditure (\$) expected to be incurred to meet growth demand	Total amount of funding (\$m) during the long term plan period to be sought from –		
			Development contributions(\$)	Financial contributions	Other sources (\$)
Transport	1,315,087	9,834,068	5,660,281	-	5,488,875
Water	13,049,903	11,130,526	24,180,428	-	-
Wastewater	2,655,136	4,847,500	7,502,636	-	-
Stormwater	865,208	5,410,148	6,275,356	-	-
Community infrastructure	9,345,000	-	9,345,000	-	-
TOTAL	27,230,334	31,222,242	52,963,702	-	5,488,875

Note that some of the growth works planned over the next 30 years will provide capacity beyond the 30 year planning horizon of this policy.

- o the complexity of trying to make the policy account for every different development type
 - o the availability of data to support differentiating units of demand rates for various types of developments
 - o the administrative efficiency of having multiple units of demand.
84. In order to estimate the demand from developments for roading, water and wastewater, council's growth model converts population to households using the district average of 2.4 people per household.
85. To estimate the growth component of stormwater infrastructure, council calculates the number of future lots that will benefit from increased stormwater capacity. This calculation is based on the total area of vacant residential land within each funding service area, divided by an "average" lot size. The "average" lot size for this calculation is higher than the actual average lot size, in order to take account of the impacts of contour and roading which reduce the number of lots that may actually be created on vacant land (see Table 4 overleaf).

86. The HUE assessment in this policy for a small dwelling unit allows a larger dwelling than the district plan rules for a family flat. This policy applies to all small dwelling units that are developed, regardless of who occupies them. The district plan rules are more restrictive – a family flat may only be occupied by a family member, and may not be on a separate title.

Fee simple subdivision

87. Each allotment is equivalent to one HUE.

Standard dwellings

88. One standard dwelling unit is equivalent to one HUE.

Small dwellings (65m² or less)

89. Each dwelling that is 65m² GFA or smaller will be assessed at 0.7 HUE of the development contribution charges under this policy. This recognises that very small dwellings generate a lower demand for some types of infrastructure than larger dwellings.
90. If the owner of a small dwelling that was originally assessed at 0.7 HUE wants to add to the gross floor area of the dwelling to more than 65m², then it will be assessed for the additional 0.3 HUE. This additional development contribution is equitable because the development will now be a standard dwelling under this policy.

One bedroom dwellings

91. A one-bedroom dwelling will be assessed on the basis of its size, to see whether it is a standard dwelling or a small dwelling. Previous versions of this policy provided a 50% discount for one bedroom dwellings. Where a property owner proposes to modify a one-bedroom unit to create an additional bedroom, it will be assessed for the additional 50% of development

Table 4 Summary of HUE assessments

Development type	Scale of development	HUE assessment
Residential	Small dwelling unit	1 dwelling unit < 65m ² gfa = 0.7 HUE.
	Standard dwelling unit	1 dwelling unit = 1 HUE.
	Modify a 1 bedroom dwelling to increase the number of bedrooms	The first additional bedroom = 0.5 HUE. Further bedrooms = 0 HUE.
Fee simple subdivision		Each allotment = 1 HUE.
Non-residential		500m ² of gross floor area (gfa) = 1 HUE.
Stormwater	Non-residential or multi-unit residential buildings	The greatest number of HUEs on any floor.

contributions. This additional development contribution is equitable because the development would have been a standard dwelling under the operational policy.

Non-residential developments

92. Every 500m² of gross floor area (GFA) is assessed at one HUE. The estimation method is shown in Table 5 overleaf.
93. The district is part of a large commuting corridor that extends to the north and south of the district. Many people commute to work outside the district, while others commute from beyond the district to work inside it. The same is true for shopping and recreation activities, although the commuting patterns will be different. Because of the intensity of commuting patterns across the district and beyond its boundaries, it is not reasonable to assume that employees are also residents.

Stormwater for multi-storey buildings

94. The stormwater component of the contribution is only applicable to the greatest number of

HUEs on any floor in non-residential or multi-unit residential developments. For example, a four storey residential development with one-bedroom units on each floor would be assessed on the basis of one HUE for stormwater.

Design capacity (capacity life)

95. The design capacity of each project indicates the number of intended or expected additional units of demand that each project will provide for development. Identifying the design capacity of each project helps council to ensure that it is not building additional infrastructure too far in advance of it being needed, and so that it can estimate when further additional capacity may be required. This information is also used to enable council to allocate funding on an equitable basis. In general, a project with a 30-year design capacity should be funded over 30 years, assuming that growth occurs as projected.

Cost allocations

96. Council allocates costs for all capital expenditure projects in the long term plan, plus those projects planned for 2035–45 including capital expenditure projects already delivered by council in anticipation of growth. Average costs are generally applied to the allocation of capital expenditure between existing and new HUEs. In most cases, calculating the marginal or incremental costs is a complex exercise, and average costs reflect a fair allocation of capital infrastructure costs to newcomers.
97. For each capital expenditure project or programme of works, council allocates costs according to the reasons for the expenditure –
- o renewals
 - o to meet or increase the specified level of service
 - o growth.
98. In estimating the cost proportion of additional growth-related capacity included in renewals and upgrades council has assumed that—
- o Capacity increases are designed to reflect the overall level of growth in HUEs expected over the next 30 years.
 - o Average cost is a reasonable proxy for the incremental cost of additional capacity. The cost of additional capacity for development growth installed during renewal projects is limited to the appropriate proportion of materials costs as all other costs are deemed to relate to the renewal of the asset.
99. Growth for capacity planning purposes is estimated after consideration of projections of population, households and employment prepared by Statistics New Zealand based on census data.

Table 5 Non-residential units of demand estimation

Explanation	Formula
At 2.4 people per household, one resident = 42% of one HUE	$2.4/1 = 42\%$
One employee working a 40-hour week generates about half the demand of a household resident for roading, water, wastewater and stormwater	$1 \text{ employee} = 0.5 \text{ residents}$ $42\% \times 0.5 = 21\%$
Allow an average of 100m ² per employee (because the district's employment profile is mostly in industries that are not office-based)	$21\% = 100\text{m}^2$
If one employee generates demand that is roughly equal to 21% of a HUE, then five employees generate one HUE	$100\%/21\% \approx 5$
Five employees @100m ²	$5 \times 100\text{m}^2 = 500\text{m}^2$

100. The methodology uses an Excel based model which lists projects and programmes under each activity and funding service area. The full model is available from council.

Summary of methodology for calculating development contributions

101. The methodology for calculating development contributions is summarised below –

Define funding service areas

- a) Define the funding service areas for development contributions for each infrastructure activity, based on the services provided in each area, and the expected growth profile.

Identify costs

- b) Allocate planned capital expenditure costs to renewals, level of service and growth, taking

account of design capacity (see paragraph 95 in this policy), of the works that will be provided for growth within each funding service area. Do not include operating and maintenance costs, subsidies, grants, third party funding (to the extent it can be assumed) and the costs of works that council expects to recover from other sources.

- c) Add up the cost of capital expenditure to meet growth needs, by funding service area.
- i. Add up the cost of capital expenditure that is expected to be necessary to meet growth needs over the next thirty years.
 - ii. Add up the cost of capital expenditure that has already been provided to meet growth needs over the next thirty years.

- d) Convert growth projections to units of demand for each infrastructure type, for residential developments, and non-residential developments.
- e) Adjust the cost of capital to take account of borrowing and debt servicing to yield the total cost of capital expenditure.

Calculate contributions

- f) For each activity in each funding service area, divide the (total) cost of capital by the expected growth to calculate the development contribution per unit of demand.

Increases in development contributions

102. Council may increase a development contribution without reviewing the policy, or without consultation, provided that the increase does not exceed the result of multiplying together –
 - o the rate of increase (if any), in the producers price index outputs for construction provided by Statistics New Zealand since the development contribution was last set or increased; and
 - o the proportion of the total costs of capital expenditure to which the development contribution will be applied that does not relate to interest and other financing costs.
103. An increase under this provision will only take effect after council has made the following information publically available—
 - o the amount of the newly adjusted development contribution; and
 - o the amount of the newly adjusted development contribution; and
 - o how the increase complies with these requirements.

Summary of development contributions

104. The development contributions that may be required for each unit of demand, in each funding service area are listed in Table 6 below.

Table 6 Summary of development contributions (Including GST)

Purpose	Funding service area	Development contribution per unit of demand 1/07/2017–30/06/2018
Roading	Roading – district	\$1,915
Water	Water treatment and reticulation – Ōtaki	\$36
	Water treatment and reticulation – Paekākāriki	\$0
	Water treatment – central	\$4,863
	Water reticulation – Peka Peka	\$920
	Water reticulation – Waikanae	\$1,841
	Water reticulation – Paraparaumu/Raumati	\$996
Wastewater	Wastewater treatment and reticulation – Ōtaki	\$47
	Wastewater Treatment – central	\$303
	Wastewater reticulation – Waikanae	\$1,404
	Wastewater reticulation – Paraparaumu/Raumati	\$0
Stormwater	Stormwater – district	\$41
	Stormwater – Ōtaki	\$61
	Stormwater – Waikanae, Peka Peka	\$554
	Stormwater – Paraparaumu/Raumati	\$670
	Stormwater – Paekākāriki	\$0
Community Infrastructure	Community Infrastructure – district	\$1,709

Operational policy

The trigger for a development contribution

105. Council will assess the development contribution that is required when it first receives an application for—
- o a building consent or a Certificate of Acceptance under the Building Act 2004, or
 - o a resource consent for subdivision or other land use consent under the Resource Management Act 1991, or
 - o a service connection or connection authorisation.

Assessment basis and timing

Initial threshold test

106. Council will assess any subdivision or other development that generates a demand for community facilities for a development contribution where the effect of the development, including its cumulative effect with another development, is to require new or additional assets, or assets of increased capacity.

Resource consent for subdivision, unit title and cross-lease

107. Council will assess the development contributions required in respect of a resource consent being granted under the Resource Management Act 1991 for the fee simple subdivision of land, including, unit title and cross lease developments when the subdivision consent application is received by council.
108. Council will initially assess the subdivision at one HUE per lot on all sites. Council may make a further assessment when it receives any

subsequent application for resource, building or service connection, where additional demand is generated.

109. Where a subdivision consent provides for its implementation in stages, Council has sole discretion for apportioning any development contribution to a relevant stage.

Resource consent for land use

110. Council will assess the development contributions required in respect of a resource consent for land use under the RMA when it receives the application.
111. Council will assess the development on the basis of HUE's in the development that are approved by Council. Where a consent is amended by any subsequent decision (including any appeals to the Environment Court) Council may reconsider the assessment.

Building consent

112. Council will assess a development requiring a building consent or a certificate of acceptance when it receives the applications. Non-residential buildings will be charged pro rata at a rate of 0.002 HUE per m², less any HUE credits remaining from previous stages of development on the site.
113. The stormwater component of the contribution is only applicable to the greatest number of HUEs on any floor in non-residential or multi-unit residential developments. For example, a four storey residential development with two 2-bedroom units on each floor would be assessed on the basis of two HUEs for stormwater.

Service connection

114. If a development only requires a service connection and development contributions have not been assessed for that development, then Council will assess the development when it receives the application for a service connection.

Changes to development

115. Any development contribution may be reassessed, at Council's sole discretion, following any change to a subdivision, land use or building consent or application for a certificate of acceptance or new service connection that results in increased demand.

Assessment of development contributions

116. Council will assess the development contribution that is required for any development using this process—
- a) Decide whether the development generates demand for community facilities using the initial threshold test. If the development clears the threshold, Council will then assess it for a development contribution.
 - b) Work out the HUEs applicable to the development, and subtract any credits that may apply.
 - c) Identify the funding service areas the development is situated in for each activity.
 - d) For each activity—
 - i. identify the development contribution per unit of demand
 - ii. subtract any credits that may be due

- iii. Multiply the development contribution per unit of demand by the number of assessed HUEs.
- e) Subtract any applicable remissions.
- f) Add up the development contributions for each activity.
- g) Add GST.

New connections

117. If council receives a service connection application for an existing development that was not connected to a district water or wastewater scheme as at 1 July 2005, it will assess the application for a development contribution, because the connection creates demand for additional capacity.

Building consent, certificate of acceptance or land use resource consent without subdivision

118. Council will assess contributions at the building consent, certificate of acceptance or land use resource consent stage where there are additional units of demand created in the absence of subdivision (for example, an additional house on a lot).

Residential subdivision

119. For residential development, council will generally apply contributions at the subdivision consent stage, for the following reasons—

- o practicality of implementation;
- o economies of scale in implementation costs;
- o fairness;
- o best available knowledge for projections and allocating budgets.

120. While development contributions will be assessed at the time of issue of the resource

consent, the invoice will not typically be generated until application is made for the RMA section 224(c) certificate (for council approval that all conditions of the subdivision consent have been met). This avoids council charging consent holders for subdivisions that do not actually proceed.

Non-residential subdivision

121. For non-residential development, council will require contributions at the subdivision consent stage (one per additional allotment created). It will assess whether further contributions are required at the building or land use resource consent stage). A credit may apply for any contributions that have been paid for the property at the subdivision stage. This staging is necessary because the demand created by non-residential development varies depending on the characteristics (such as size) of the building or other activity, and these characteristics are generally not known until the building or land use consent stage.

122. While development contributions will be assessed at the time of issue of the resource consent, the invoice will not typically be generated until application is made for the RMA section 224(c) certificate (for council approval that all conditions of the subdivision consent have been met). This avoids council charging consent holders for subdivisions that do not actually proceed.

Amended consents

123. Council may require additional development contributions for a total development if—

- o an application for resource consent that was lodged prior to 1 July 2005 is amended, or

- o an application is made to amend a condition of resource consent where the application for that resource consent was lodged prior to 1 July 2005, and
- o the amendment results in an increase in the total assessed HUEs from that which would have been applicable if this policy had been applied to the development.

Works undertaken or land set aside

124. When assessing development contributions, council will take into account any capital infrastructure works that have been undertaken and/or land set aside as a result of an agreement with council.

Credits for existing development

125. In assessing the units of demand for a development, council will apply credits where, and to the extent that—

- o There is pre-existing demand on an allotment. The total HUEs of a development will be reduced by the level of pre-existing demand from a development.
- o Or development contributions have already been paid for the same development and for the same activity. This includes development contributions paid at the subdivision stage, applied as a credit towards subsequent building activity.

126. Credits will be expressed in HUEs, rather than specific dollar amounts, even if the schedule of charges payable per unit in the policy has changed between applications relating to the same development.

127. Credits will not be refunded, and can only be used for developments on the same site and for the same activity that they were granted.

128. Credits cannot be used to reduce the number of units of demand to less than zero.

Reduced levies for the first dwelling unit on any vacant section that was created prior to 30 July 1999.

129. Reduced levies may apply for water, wastewater and stormwater contributions where the property has been paying rates for these services on the vacant land since the property was created in 1999.

Refunds

130. Refunds will be made in accordance with the applicable sections of the Local Government Act at the time the refund is sought. [Currently sections 209 and 210]. For the avoidance of doubt any refunds will be paid to the consent holder, who is usually the owner of the property at the time the refund is granted.

Liability should construction not commence

Within two years

131. If construction of a development does not commence within two years of being granted a resource or building consent, then any remission of charges provided under this policy shall no longer apply, and all contributions will be fully payable for the development.

132. Commencement of construction will be deemed to have occurred when the activity for which a resource and building consent was issued has commenced

Payment timing

133. Payment must be made within seven days on receipt of an invoice from council.

Table 7 Examples of credits

Current development (pre-existing demand)	New development	Assessed number of HUE	Credit	Development contributions to be paid
One allotment	Infill residential fee simple subdivision into 3 fee simple allotments	3 HUE	1 HUE credit for the original allotment	2 HUE for the additional allotments
One dwelling, 65 m ² GFA or less	Extension to more than 65 m ²	1 HUE	0.7 HUE credit for the original development	0.3 HUE for the extension
One-bedroom household unit, which had already had a reduction in development contributions under an earlier version of this policy	Add one or more new bedrooms	1 HUE	0.5 HUE credit for the existing development	0.5 HUE for the modification
One house on an existing allotment	One additional household unit, with or without subdivision	2 HUE	1 HUE credit for the existing household unit	1 HUE for the additional household unit

134. Council may withhold code of compliance certificate, a section 224(c) certificate, a consent for a service connection a land use consent until the development contributions required by council have been paid.

Subdivision consent

135. For residential development, council will assess and require development contributions at the subdivision consent stage of a residential development. However, council will typically invoice the development when an application is made for a RMA section 224(c) certificate, to

avoid charging consent holders for subdivisions that do not actually proceed.

136. For non-residential development, council will initially assess and require contributions at the subdivision consent stage, but it will reassess contributions at the building or land use resource consent stage based on the number of units of demand created. Council will credit any contributions that have been paid at the subdivision stage. This staging is provided because the demand created by non-residential development varies depending on the characteristics (such as size of the building or

other activity) that are generally not known until the building or land use consent stage.

Development without subdivision

137. Council will assess and require development contributions at the building or land use resource consent stage where additional units of demand are created in the absence of subdivision (for example, an additional house on a lot).

Goods and services tax

138. Development contributions that are required in the form of money are assessed exclusive of GST. GST will be added to the development contributions when they are invoiced.

Powers of council if development contributions are not paid

139. Until a development contribution required in relation to a development has been paid, council may—

- o in the case of a development contribution assessed on subdivision, withhold a certificate under section 224(c) of the Resource Management Act 1991.
- o in the case of development contributions assessed on building consent, withhold a code compliance certificate under section 95 of the Building Act 2004.
- o in the case of development contributions assessed on an authorisation for a service connection, withhold a service connection to the development.
- o in the case of development contributions assessed on a land use consent application, prevent the commencement of resource

consent under the Resource Management Act 1991.

- o in the case where a development has been undertaken without a building consent, not process an application for certificate of acceptance for building work already done.

Security

140. Council may register any development contributions under the Statutory Land Charges Registration Act 1928 as a charge on the title of the land in respect of which the development contributions were required.

Remissions

141. Council may grant a remission on development contributions at its complete discretion, on a case by case basis.

142. An application for remission must be made before any development contributions payment is made to council. Council may not remit development contributions after payment has been made.

143. An application for remission may not be made where an application has been made for a reconsideration or objection.

144. An application must be made in writing and set out the reasons for the request

145. The Group Manager Corporate Services and the Group Manager Strategy and Planning shall consider the request and make the decision.

146. Where council decides to consider such a request the following matters will be taken into account—

- o this development contributions policy,
- o the funding model,

- o the extent to which the value and nature of works proposed by the applicant, or in the case of non-residential activity the characteristics of the building and/or other development as proposed at the land use or building consent stage, reduces the need for works proposed by council in its capital works programme, and this factor has not been recognised in the assessment of HUEs,

- o the level of existing development on the site (if not adequately recognised in the initial assessment). Where multiple existing and pre-existing uses can be established, council will have regard to the most intensive use(s),

- o any other matters council considers relevant.

147. Applications for remissions will be considered on their own merits and any previous decisions of council will not be regarded as creating precedent or expectations.

Reconsiderations and objections

Reconsiderations

148. If council requires a person to make a development contribution, that person may ask council to reconsider the requirement if they have grounds to believe that—

- o the development contribution was incorrectly calculated or assessed under council's development contributions policy; or
- o council incorrectly applied its development contributions policy; or
- o the information used to assess the person's development against the development contributions policy, or the way council has recorded or used it when requiring a development contribution, was incomplete or contained errors.

149. A request to reconsider must be made within 10 working days after the date on which the person lodging the request receives notice from council of the amount of development contribution that council proposes to require.
150. A person may not apply for reconsideration of a requirement if the person has already lodged an objection to that requirement under s199C and Schedule 13A of the Local Government Act 2002.
151. A request for reconsideration may be made either—
- o on council's development contribution reconsideration form which is available on council's website, or
 - o via email, providing the request includes all the same information as if it was made using the form.
152. Council will acknowledge receipt of the reconsideration request within three working days by responding in writing or by email.
153. Council may, within 10 working days of receiving the request for reconsideration, request further information from the requester to support the grounds stated in the reconsideration.
154. Once council has received all the required information relating to the request, it will take no more than 15 working days to reconsider the assessment and advise the applicant.
155. Council will make a decision on the assessment of development contributions if—
- o it has, in its view, received all required information relating to the request; or
 - o the applicant refuses to provide any further information requested by council.

156. Council will not convene a hearing for any reconsideration. Reconsiderations will be considered separately by a council planner, and council's financial controller. They will advise council's Group Manager Regulatory Services who will make a final decision.
157. Council may charge an administration fee for reconsidering the development contributions it has assessed, at its sole discretion. The fee may be refunded if the reconsideration results in council requiring a reduced development contribution.

Objections

158. This section summarises the relevant provisions of the LGA as at 12 March 2015 and especially sections 199C – 199P. Anyone who wishes to object to a development contribution under section 198 is advised to refer to the LGA for more details, and especially Schedule 13A which provides the procedure for development contribution objections.
159. A person may object to the assessed amount or the reassessment amount of the development contribution that council has required from them under certain circumstances.
160. An objection may be made only on the ground that council has—
- o failed to properly take into account features of the objector's development that, on their own or cumulatively with those of other developments, would substantially reduce the impact of the development on requirements for community facilities in the territorial authority's district or parts of that district; or
 - o required a development contribution for community facilities that is not required by, or related to, the objector's development,

whether on its own or cumulatively with other developments; or

- o required a development contribution in breach of section 200; or
 - o incorrectly applied its development contributions policy to the objector's development.
161. Objections are decided by development contribution commissioners, who are appointed by the Minister of Local Government. Council selects the commissioner(s) for an objections decision. Commissioners may not be board members, shareholders, owners, employees, or contractors of the objector. If an objection requires specialist skills and knowledge, council may seek to have a specialist approved by the Minister for the relevant objection.
162. A hearing is not mandatory.
163. The commissioners must fix the date, time, and place of the hearing (if any), and advise the parties at least 10 working days before the date on which the hearing commences.
164. Witness fees and allowances are met by the party that calls the witness.
165. Council may recover its actual and reasonable costs in respect of the objection for—
- a) the selection, engagement, and employment of the development contributions commissioners; and
 - b) the secretarial and administrative support of the objection process; and
 - c) preparing for, organising, and holding the hearing.
166. When a development contribution objection is lodged, council may still require the development contribution to be made, but must

not use it until the objection has been determined. If council does not require a development contribution to be made pending the determination of an objection, it may withhold certificates or permissions in accordance with section 208 until the objection has been determined.

Development agreements

167. Council may enter into development agreements in circumstances where there is a need to allocate responsibility between developers and council for the construction and funding of public works associated with a development in order to support outcomes in council's long term plan.
168. Any proposal as part of a private agreement that a new development should pay less than 100 percent of growth related capital expenditure will be dealt with as if it were an application for remission under this policy.

Process for a development agreement

169. A development agreement is a legally enforceable contract and anyone considering requesting a development agreement is advised to consider sections 207A-207E of the LGA before making a request.
170. Either a developer or council may request a development agreement. Requests must be in writing.
171. When council receives a written request from a developer to enter into a development agreement, it must consider the request without unnecessary delay.
172. Council may accept the request in whole or in part subject to any amendments agreed to by

both council and the developer; or council may decline the request.

173. Council must provide the developer with written notice of its decision and the reasons for its decision.

Contents of a development agreement

174. Any development agreement must clearly record—
- o why an agreement is being used
 - o a description of the land that the agreement will relate to, including its legal description and, if applicable,—
 - the street address of the land; and
 - other identifiers of the location of the land, its boundaries, and extent; and
 - o details of the infrastructure that each party to the agreement will provide or pay for
 - o the amount of development contribution that would have applied if the agreement was not established
 - o whether or not council is required to pay some costs for public works
 - o how council will fund those costs
 - o any other provisions of section 207C(3) that are applicable to the agreement, and
 - o any other provisions that the parties have agreed to.

Schedule to the policy

175. Paragraphs 175 to 182 of this policy form the schedule to the policy. The schedule shows the contributions that may be charged for each activity and within each funding service area. The schedule specifies—
- o the assets for which development contributions will be used.

- o the event and circumstances that will give rise to a requirement for payment of a development contribution
- o the development contributions payable in the district or local service area by development for capital expenditure for growth-related services for network infrastructure (water supply, wastewater, stormwater, transportation), reserves and community infrastructure, as a dollar (\$) amount.
- o explanation of and justification for the way each development contribution is calculated.
- o further assumptions underlying the detailed calculation of the development contribution where these help to explain the calculation or methodology.

176. The full methodology that demonstrates how development contributions are calculated is available from council's offices at Rimu Rd, Paraparaumu.

177. Council may make changes to the schedules of capital projects at any time without consultation or further formality, but only if—
- a) the change is being made to reflect a change of circumstances in relation to an asset that is listed in the schedule or is to be added to the schedule; and
 - b) the change does not increase the total or overall development contribution that will be required to be made to the territorial authority.

Total cost of capital to meet growth needs

178. The total cost of capital to meet growth needs is calculated from a set of large, linked, planning spreadsheets for each activity.

179. Council has used the best information available at the time of developing this policy to estimate the cost of individual items of capital expenditure that will be funded in whole or part out of development contributions. It is likely that actual costs will differ from estimated costs due to factors beyond council's ability to predict, such as changes in price of raw materials, labour, and the timing of capital works. Council will review its capital expenditure estimates every three years when reviewing this policy, and as part of its long term plan.

180. The following items are excluded from the development contributions calculations—

- o operating and maintenance costs, subsidies and grants
- o the costs of works to be funded by developers and third parties, the costs of any other works that council will not pay for, and the cost of works that council expects to recover from financial contributions.

181. The cost of capital spreadsheets show—

- o Funding service area for the project
- o Activity
- o Project name
- o Growth proportion of the project
- o The design capacity (in units of demand) for the growth component of the project
- o Expected timing of the project
- o Estimated cost (at today's prices)
- o The expected and actual funding, showing
- o expected revenue sources
- o The expected cost of capital for any component that will be funded by debt.

Table 8 Indicative development contributions by area (GST Inclusive)

	Ōtaki	Waikanae	Paraparaumu/ Raumati	Peka/Peka	Paekākāriki
Roading -district	\$1,915	\$1,915	\$1,915	\$1,915	\$1,915
Water - treatment	-	\$4,863	\$4,863	\$4,863	-
Water -reticulation	-	\$1,841	\$996	\$920	-
Water - reticulation and treatment	\$36	-	-	-	-
Wastewater - treatment	-	\$303	\$303	-	-
Wastewater - reticulation	-	\$1,404	-	-	-
Wastewater treatment and reticulation	\$47	-	-	-	-
Stormwater - service area	\$61	\$554	\$670	\$544	-
Stormwater – district	\$41	\$41	\$41	\$41	\$41
Community Infrastructure - district	\$1,709	\$1,709	\$1,709	\$1,709	\$1,709
Total	\$3,811	\$12,630	\$10,497	\$10,003	\$3,666

Schedule of Indicative development contributions by area

182. Table 8 on the previous page lists the indicative development contributions for each area in the district. It is important to note however that the specific charge for each household will be driven by which map each property is located.

Schedule of capital projects to be funded by development contributions

183. Table 9 lists the community infrastructure project that have already been built, and for which development contributions may still be required. It shows the capital expenditure incurred, and the amount to be recovered through development contributions.

184. Table 10 on the following three pages lists all of the council's past and future assets and programmes of work that have a development contribution funding component

Table 9 Community infrastructure transition projects

Funding service area	Community infrastructure project	Capital expenditure on projects already constructed	Expenditure to be recovered from development contributions	Expenditure to be funded from other sources
District	Paraparaumu Library	1,848,000	1,848,000	-
District	Ōtaki Library	275,000	275,000	-
District	Coastlands Aquatic Centre	5,709,000	5,709,000	-
District	Improved civic administration building	1,513,000	1,513,000	-

Table 10 Schedule of past and future capital (FC) projects to be funded by development contributions (DC)

	LGA reference	106(2)(a)	106(2)(a)	106(2)(b)(i)	106(2)(b)(ii)	106(2)(b)(iii)	106(2)(d)		
Funding service area	Purpose for which contributions may be required	Capital expenditure (\$) already incurred to meet growth demand ¹	Capital expenditure (\$) expected to be incurred to meet growth demand	Proportion of capital expenditure for growth that will be funded by:			Total amount of funding (\$) during the long term plan period to be sought from:		
				DC (%)	FC (%)	Other (%)	DC	FC	Other
Roading – district	1790A CWB capital	108,194	-	47%	-	53%	50,851	-	57,343
	1791T CWB new path development	86,771	-	47%	-	53%	40,782	-	45,988
	1792V CWB information management	7,491	-	100%	-	-	-	-	7,491
	17911 Strategic property purchases	83,174	-	47%	-	53%	39,092	-	44,082
	17929 NZTA road reconstruction	-	1,885,031	49%	-	51%	925,645	-	959,386
	1792D NZTA pavement rehabilitation	-	300,000	49%	-	51%	148,000	-	152,000
	1792R Traffic modelling	-	219,102	49%	-	51%	108,090	-	111,012
	1792X CWB new capital	-	352,813	100%	-	-	352,813	-	-
	1793A NZTA minor improvements	-	2,100,000	49%	-	51%	1,036,000	-	1,064,000
	1794L Local area connectors	634,804	1,515,893	49%	-	51%	1,052,503	-	1,098,194
	17950 Major community connector upgrades	402,145	3,461,230	49%	-	51%	1,906,505	-	1,956,870

	LGA reference	106(2)(a)	106(2)(a)	106(2)(b)(i)	106(2)(b)(ii)	106(2)(b)(iii)	106(2)(d)		
Funding service area	Purpose for which contributions may be required	Capital expenditure (\$) already incurred to meet growth demand ¹	Capital expenditure (\$) expected to be incurred to meet growth demand	Proportion of capital expenditure for growth that will be funded by:			Total amount of funding (\$) during the long term plan period to be sought from:		
				DC (%)	FC (%)	Other (%)	DC	FC	Other
Stormwater collection and management Paekākāriki	28162 Ocean road stormwater	76,649	-	100%	-	-	76,649	-	-
	28163 Paekākāriki town centre	-	387,500	100%	-	-	387,500	-	-
	28164 Tilley road	57,414	71,250	100%	-	-	128,664	-	-
Stormwater collection and management Paraparaumu/ Raumati	3813A Epiha street bridge	-	331,250	100%	-	-	331,250	-	-
	3813D Amohia street SH1	-	568,750	100%	-	-	568,750	-	-
	38146 Paraparaumu – new assets	16,099	172,500	100%	-	-	188,599	-	-
	3817D Kena Kena pump station	-	168,750	100%	-	-	168,750	-	-
	381C4 Local catchment	45,368	-	100%	-	-	45,368	-	-
	381D2 Raumati beach CBD s/water upgrade	238,883	-	100%	-	-	238,883	-	-
	381D6 Mazengarb maps/projects	9,255	-	100%	-	-	9,255	-	-
Stormwater collection and management Waikanae	481C1 Charnwood grove	-	225,000	100%	-	-	225,000	-	-
	481C2 Nimmo ave	-	281,250	100%	-	-	281,250	-	-
	481C5 Hill catchment upgrades	-	462,500	100%	-	-	462,500	-	-
	48135 Waikanae – prioritisation – new assets	55,597	493,750	100%	-	-	549,347	-	-
	48138 Kakariki SH1 and Awanui	41,216	381,250	100%	-	-	422,466	-	-
Stormwater collection and management Ōtaki	58131 Ōtaki – prioritisation – new assets	114,842	1,575,000	100%	-	-	1,689,842	-	-
	58133 Ōtaki Beach pump station	209,885	291,398	100%	-	-	501,283	-	-
Wastewater treatment – Waikanae, Paraparaumu, Raumati	3882A Joint waste treatment	137,028	-	100%	-	-	137,028	-	-
	47741 Screening replacement / inlet works	-	217,500	100%	-	-	217,500	-	-
	47742 Clarifier flow augmentation renewal	-	600,000	100%	-	-	600,000	-	-
	47745 WW Treatment plant dissolved air floatation	-	126,000	100%	-	-	126,000	-	-
	4773K RAS PS2 capacity & upgrade reqmnts	-	54,000	100%	-	-	54,000	-	-
Wastewater reticulation - Waikanae	4773R Waikanae duplicate rising main - advanced	-	650,000	100%	-	-	650,000	-	-
	47752 Waikanae duplicate rising main	-	3,200,000	100%	-	-	3,200,000	-	-
	48835 Rauparaha PS upgrade	2,267,749	-	100%	-	-	2,267,749	-	-

	LGA reference	106(2)(a)	106(2)(a)	106(2)(b)(i)	106(2)(b)(ii)	106(2)(b)(iii)	106(2)(d)		
Funding service area	Purpose for which contributions may be required	Capital expenditure (\$) already incurred to meet growth demand ¹	Capital expenditure (\$) expected to be incurred to meet growth demand	Proportion of capital expenditure for growth that will be funded by:			Total amount of funding (\$) during the long term plan period to be sought from:		
				DC (%)	FC (%)	Other (%)	DC	FC	Other
Wastewater – Ōtaki	58811 OTAKI WW treatment plant oxidation lagoon desludging	250,360	-	100%	-	-	250,360	-	-
Water reticulation– Waikanae, Peka Peka	48340 Tui HL reservoir upgrade	197,947	-	100%	-	-	197,947	-	-
	4841L Strategic trunk network upgrades	-	3,680,526	100%	-	-	3,680,526	-	-
Water treatment – Waikanae, Peka Peka, Paraparaumu, Raumati	4841R Waikanae WTP stage 2 upgrade	-	-	100%	-	-	0	-	-
	48426 Waik RRWG bore upgrade	-	7,450,000	100%	-	-	7,450,000	-	-
	48471 Waikanae water treatment plant upgrade	277,251	-	100%	-	-	277,251	-	-
	484E1 WPR Water supply project	9,838,435	-	100%	-	-	9,838,435	-	-
	484E8 Water metering project	2,120,849	-	100%	-	-	2,120,849	-	-
	484E9 Water supply land	615,420	-	100%	-	-	615,420	-	-
Community infrastructure – district	Paraparaumu Library	1,848,000	-	100%	-	-	1,848,000	-	-
	Ōtaki Library	275,000	-	100%	-	-	275,000	-	-
	Coastlands Aquatic Centre	5,709,000	-	100%	-	-	5,709,000	-	-
	Improved civic administration building	1,513,000	-	100%	-	-	1,513,000	-	-
Total		27,230,334	31,222,242		-	-	52,963,702	-	5,488,875

Assumptions

Significant assumptions

185. The following significant assumptions underlie this policy and the calculations in the schedule of this policy.

Significant assumptions	Significance of the level of uncertainty	Scope and nature of uncertainty	Effect of the uncertainty
<u>Volume and timing of growth</u> That growth occurs as modelled in council's growth projections.	Moderate, and moderated by— <ul style="list-style-type: none"> • Development contributions policy review • Long term plan • District plan monitoring and review • the national census 	Growth is lower than projected in all or some areas at any point in time.	Demand for infrastructure will occur later than expected.
			Demand for infrastructure may require less substantial infrastructure than expected.
		Growth is greater than projected in all or some areas at any point in time.	The lag between council making capital expenditure and council receiving development contributions may be greater than expected.
			Demand for infrastructure will occur earlier than expected. Demand for infrastructure may require more substantial infrastructure than expected.
Location of growth and land use availability	Low	That growth within the Kāpiti Coast District will primarily take place within and in close proximity to existing urban areas, with intensification in and around town centres and public transport centres.	Insignificant over the period until this policy is next reviewed (2018).
	Low	Council has sufficient land for the expected population growth over the next 20 years.	Insignificant over the period until this policy is next reviewed (2018).
100% funding policy for growth	Not significant		Insignificant over the period until this policy is next reviewed (2018).
Growth affordability	Moderate	That growth can be managed affordably (location, timing, volumes) for council, and that council can fund its share of capital expenditure mainly via debt and supported by development contributions, while also maintaining council's core business.	Council is mindful of the need to balance infrastructure management with investment planning to ensure that growth continues to be affordable for council and its communities.
		That future revenue from rates will be sufficient to meet the future operating costs resulting from capital expenditure	Council is mindful of its investment planning to ensure that growth continues to be affordable for council and its communities.
Third party contributions are received as expected, and specifically, that all New Zealand Transport Agency subsidies will continue at present levels and that eligibility criteria will remain unchanged.	Moderate.	Central government policy changes may not be predictable over the long term (e.g., NZTA funding policy).	Policy may not be predictable over the long term (e.g., NZTA funding policy). Council could face substantially increased costs for some projects.
That methods of service delivery will remain substantially unchanged.	Low	Technological innovations may lead to substantial changes in infrastructure requirements.	Technological innovations may lead to substantial changes in infrastructure requirements. Council monitors service delivery trends so that it can make informed choices about the options for its communities.

Other assumptions

Planning horizon

186. Council has used a 30-year planning horizon for this policy, and a 20-year planning horizon for the long term plan 2015–35, although some of council’s asset management planning uses much longer planning horizons. Longer horizons may result in larger capital expenditure for some projects but also means the costs are shared over a greater number of developments.

187. Therefore the regular update and assessment of growth projections is a key component of planning future infrastructure requirements.

Growth assumptions

188. Growth projections are subject to significant uncertainties as to the quantum, timing and location of growth.

189. The Kāpiti Coast population has been growing steadily for decades, and future growth is expected to be particularly affected by the regional pattern of growth in employment and industry, and the aging population.

190. Kāpiti Coast District Council’s Growth Model projects growth in the District in population, and employment. Projected and actual growth influences the extent and scale of council’s capital expenditure projects, which then affects the contributions that newcomers will be required to pay.

191. If the growth model is over optimistic, the capital expenditure programme will cause council to over-invest or invest too early for some developments. This will result in higher prices in both contributions cost in the medium term and rates cost in the short to medium term, which would be unattractive for

current and potential new residents and ratepayers. Therefore the district’s capital expenditure projects needs to be closely aligned to growth.

192. The challenge is to have a transparent, consistent, and equitable basis for funding the additional infrastructure that new developments demand. The costs of growth need to be correspondingly and fairly balanced given the limited sources of funding available to council.

Population and household growth

193. The population is projected to increase by almost 7000 new residents from 49,850 in 2015 to 56,800 in 2035. The growth rate is 14% over the 20 years, or 0.66% each year.

194. The 2013 Census showed that most of New Zealand has experienced lower population growth than expected (even Auckland) and it is true for Kāpiti Coast as well— modelling for council’s long term plan 2015–35 and this policy has produced lower population figures for any future year than modelling for the previous long term plan. The upside of this lower growth is that council may not need to invest in some infrastructure as quickly as it had originally planned. The downside is that there will be fewer people than previously expected to help pay for the infrastructure that has already been built.

195. Kāpiti has a distinctively aging population, and is proving to be an attractive location for many retired and semi-retired people. Aging populations also tend to live in households with fewer people than younger age-groups, so the average household size is declining. This affects the “household equivalent unit” (HUE), which is a metric that councils use to standardise units of demand for infrastructure.

Whereas in the past a household equivalent unit would be 2.5 people, a more realistic figure is now 2.4 people.

196. The growth projections for each funding service area are given in Table 11 below.

Table 11 Growth projections for service funding areas

Funding service area	20 year growth	30 year growth
Roading – district	14%	17%
Water treatment, reticulation – Ōtaki	0%	-4%
Water treatment, reticulation – Paekākāriki	-17%	-19%
Water treatment – central	18%	14%
Water reticulation – Waikanae	27%	38%
Water reticulation – Paraparaumu/ Raumati	8%	9%
Wastewater treatment, reticulation – Ōtaki	0%	-4%
Wastewater treatment – central	18%	14%
Wastewater reticulation – Waikanae	27%	38%
Wastewater reticulation – Paraparaumu/ Raumati	8%	9%
Stormwater – Ōtaki	0%	-4%
Stormwater – Waikanae, Peka Peka	27%	38%
Stormwater –Paraparaumu / Raumati	8%	9%
Stormwater –Paekākāriki	-17%	-19%
Community infrastructure – district	14%	17%

197. While no growth is expected in Paekākāriki and Ōtaki over the long term, any subdivision or development in those places will require development contributions towards costs that are funded on a districtwide basis (roading, community infrastructure), unless the development qualifies for a reduction due to being the first house on a lot created prior to 30 July 1999.

Employment growth

198. BERL has advised council that employment can be expected to increase by 37% from 2013 until 2041.

Impact of growth

199. These three related types of growth – population, household, and employment – all create demand for new infrastructure assets or additional capacity in the existing assets—
- o An increased population will need and use more transport, water, and wastewater services. They will benefit from stormwater management services, and they will also need additional community facilities – parks, reserves, pools, libraries, sports facilities, etc.
 - o Growth in the number of residential or non-residential lots, or rating units increases the demand for network infrastructure (roads, water, wastewater, and stormwater networks) to serve those properties.
 - o An increase in the number of jobs in the district will increase—
 - the number of traffic movements per day within the district
 - the demand for commercial and industrial space with infrastructure services.

200. Each of these forms of growth generates a requirement for council to invest in additional capacity in its transport, water supply and wastewater facilities, stormwater collection and management, and community infrastructure, on top of the infrastructure already in place in the district.

Available land

201. Council has reviewed the quantity of vacant residential land in the district to ensure that there is sufficient land to meet future growth needs. As at November 2014, the residential land available for future development exceeds 600 hectares. The table below shows the location of large blocks and smaller parcels of land that could be further developed for residential purposes.

202. Council does not expect all of this land to be developed over the next thirty years, and is only planning infrastructure for growth in those parts of the district where population growth is projected.

Table 12 Vacant land available for development, November 2014

Area	Large blocks (Ha)	Small blocks (Ha)	Total (Ha)
Ōtaki	127	16	143
Waikanae / Peka Peka	342	45	387
Te Horo		4	4
Paraparaumu / Raumati	196	36	233
Paekākāriki	0	2	2
Total	665	103	769

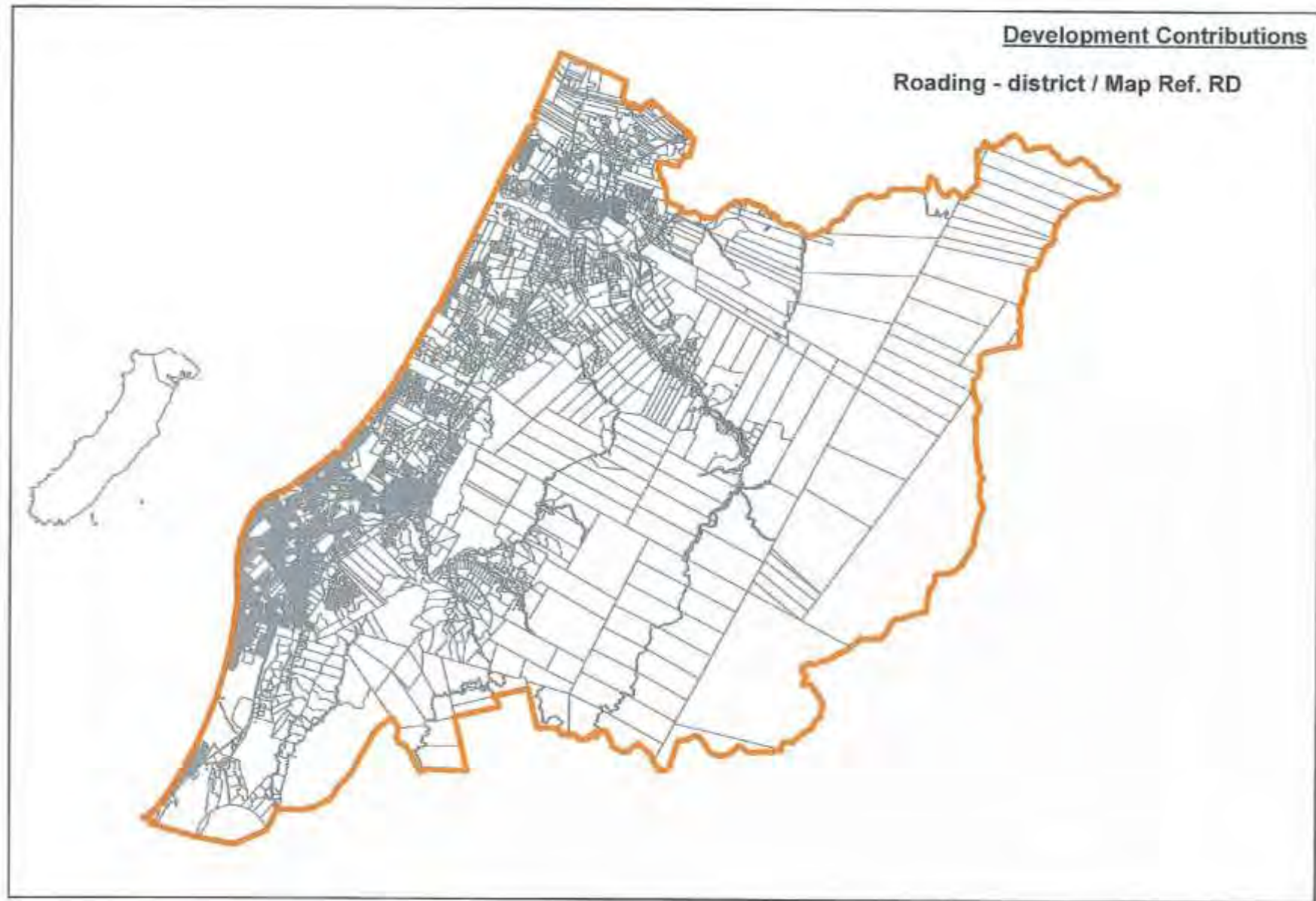
203. In addition to these areas that are currently zoned residential, council's growth projections take into account the expected intensification around town centres and transport nodes.

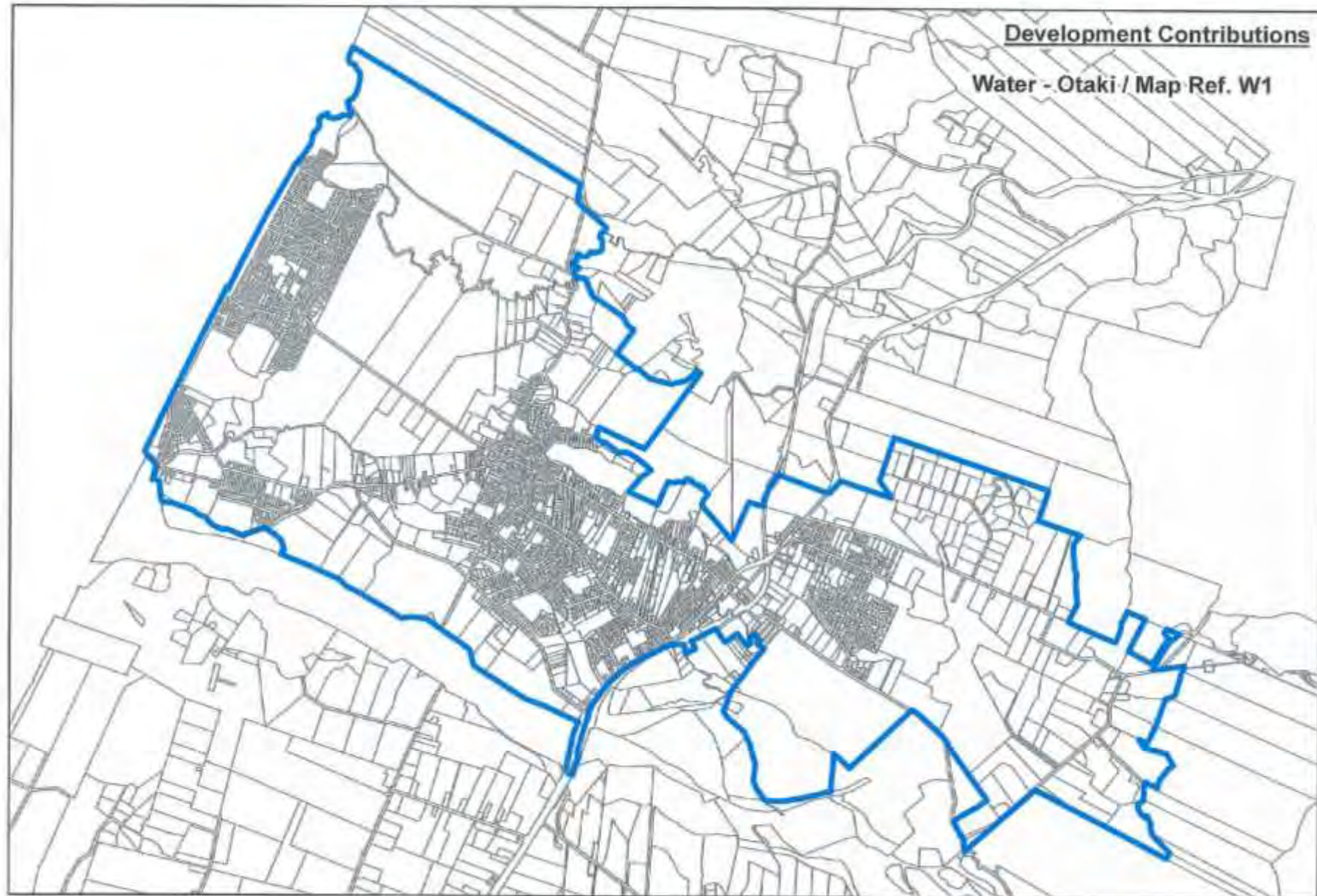
Maps

204. Below is a list of all the related maps for each funding service area. The maps are set out on the following pages.

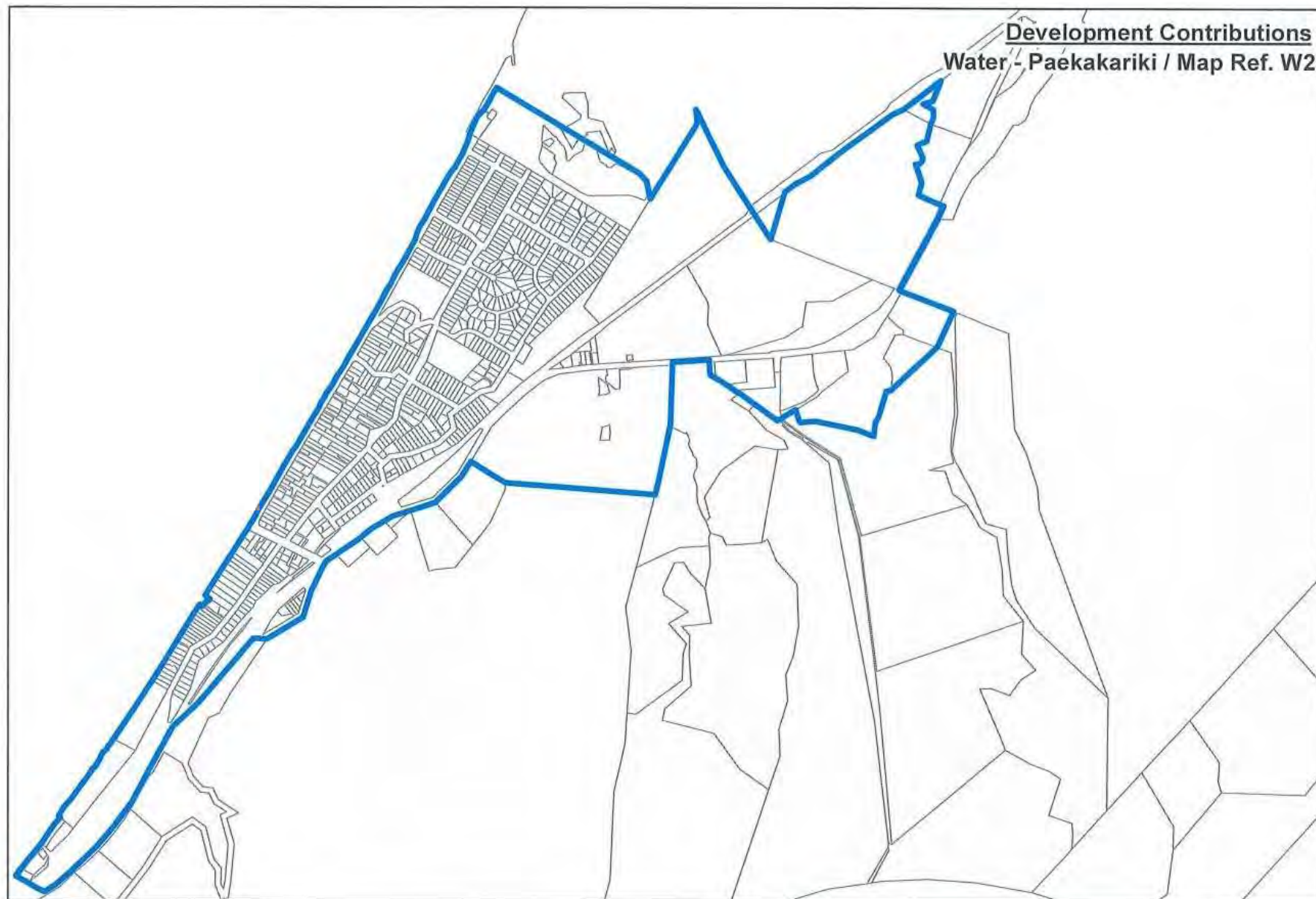
Funding service area	Map no.
Roading – district	RD
Water – Ōtaki	W1
Water – Paekākāriki	W2
Water treatment – central	W3
Water reticulation – Waikanae	W4
Water reticulation – Peka Peka	W5
Water reticulation – Paraparaumu / Raumati	W6
Wastewater – Ōtaki	WW1
Wastewater treatment – central	WW2
Wastewater reticulation – Waikanae	WW3
Wastewater reticulation – Paraparaumu/ Raumati	WW4
Stormwater – district	SWD
Stormwater – Ōtaki	SW1
Stormwater – Waikanae, Peka Peka	SW2
Stormwater –Paraparaumu/ Raumati	SW3
Stormwater –Paekākāriki	SW4
Community infrastructure – district	CID

Roading – district

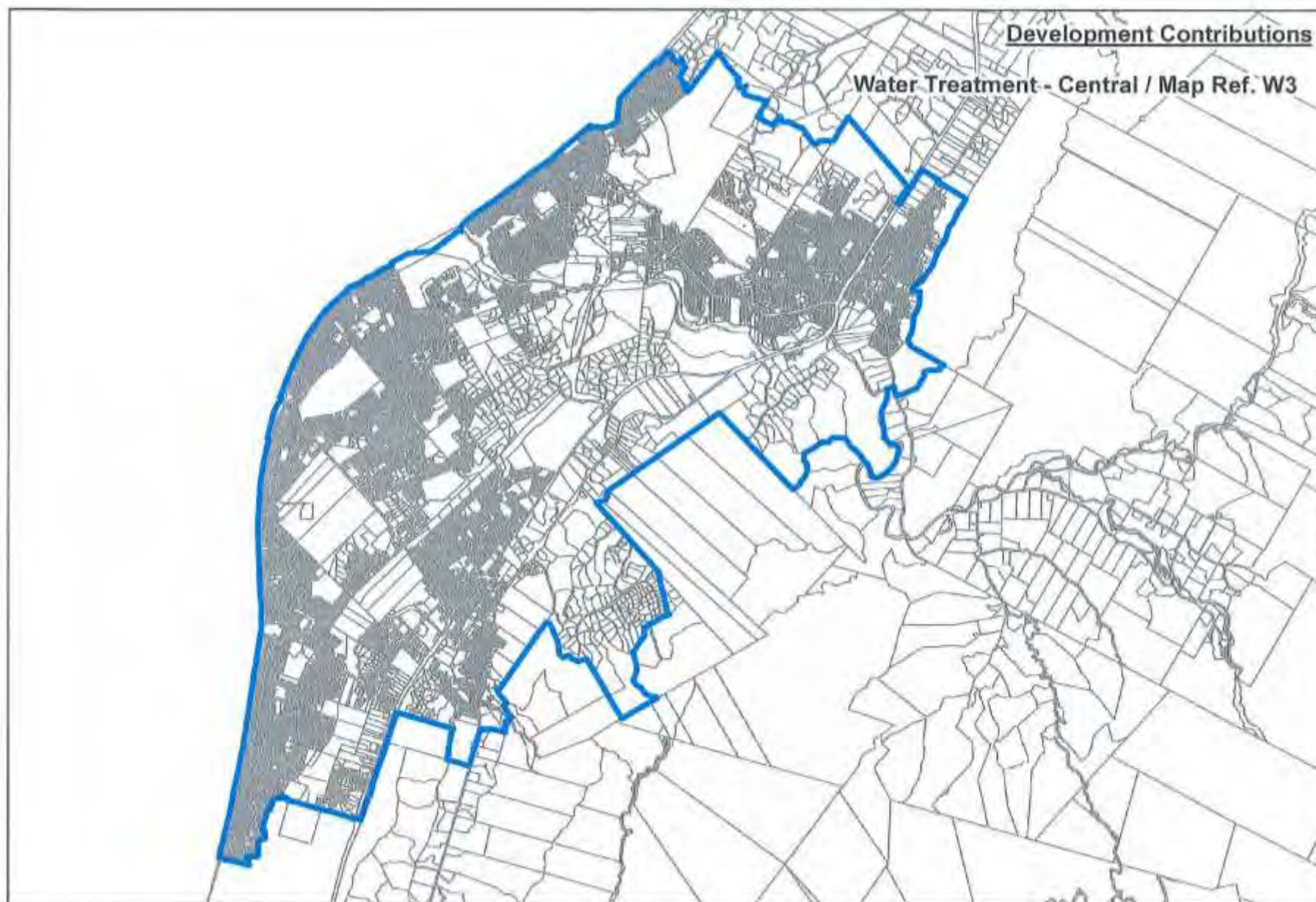




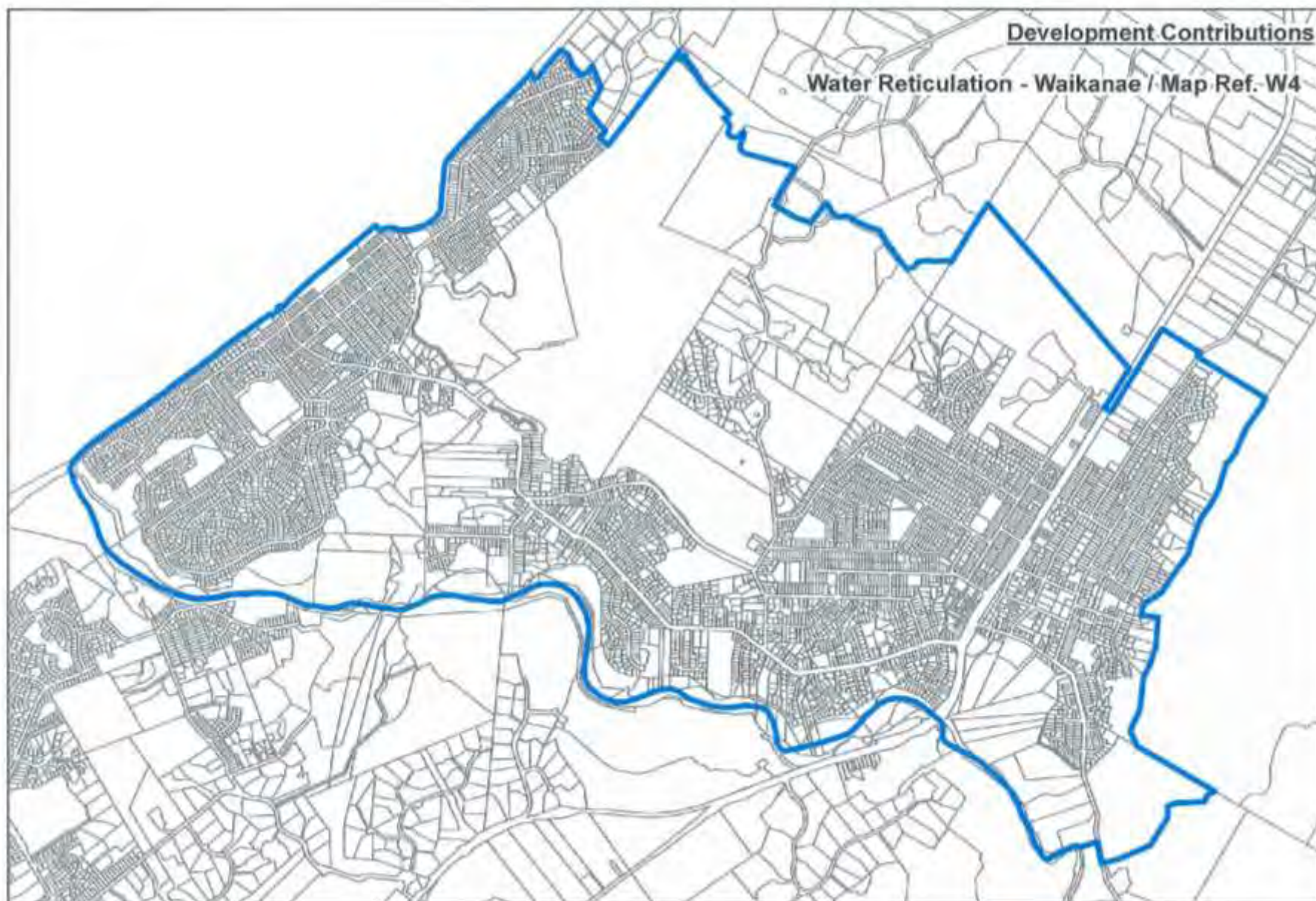
Water – Paekākāriki



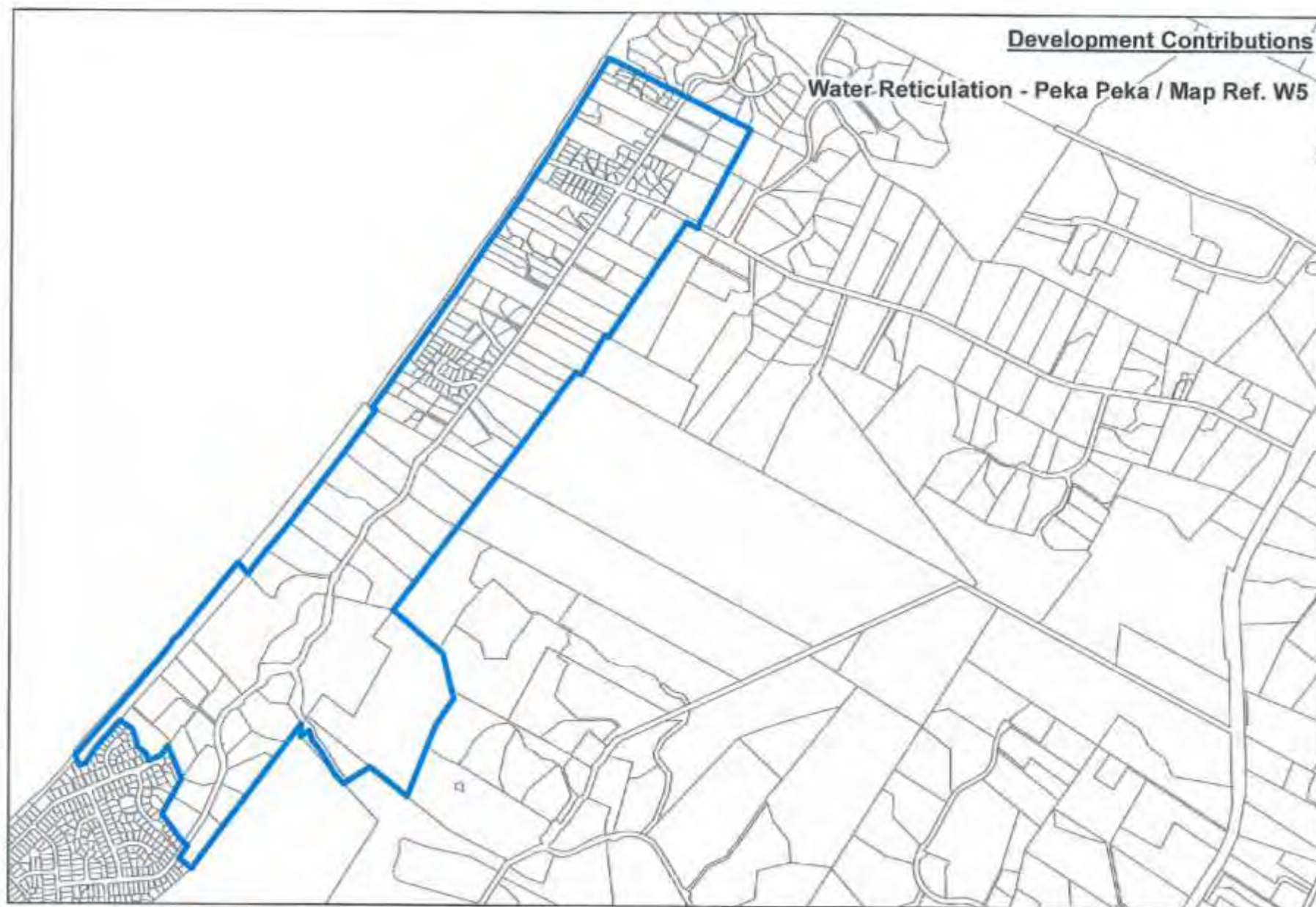
Water treatment – central



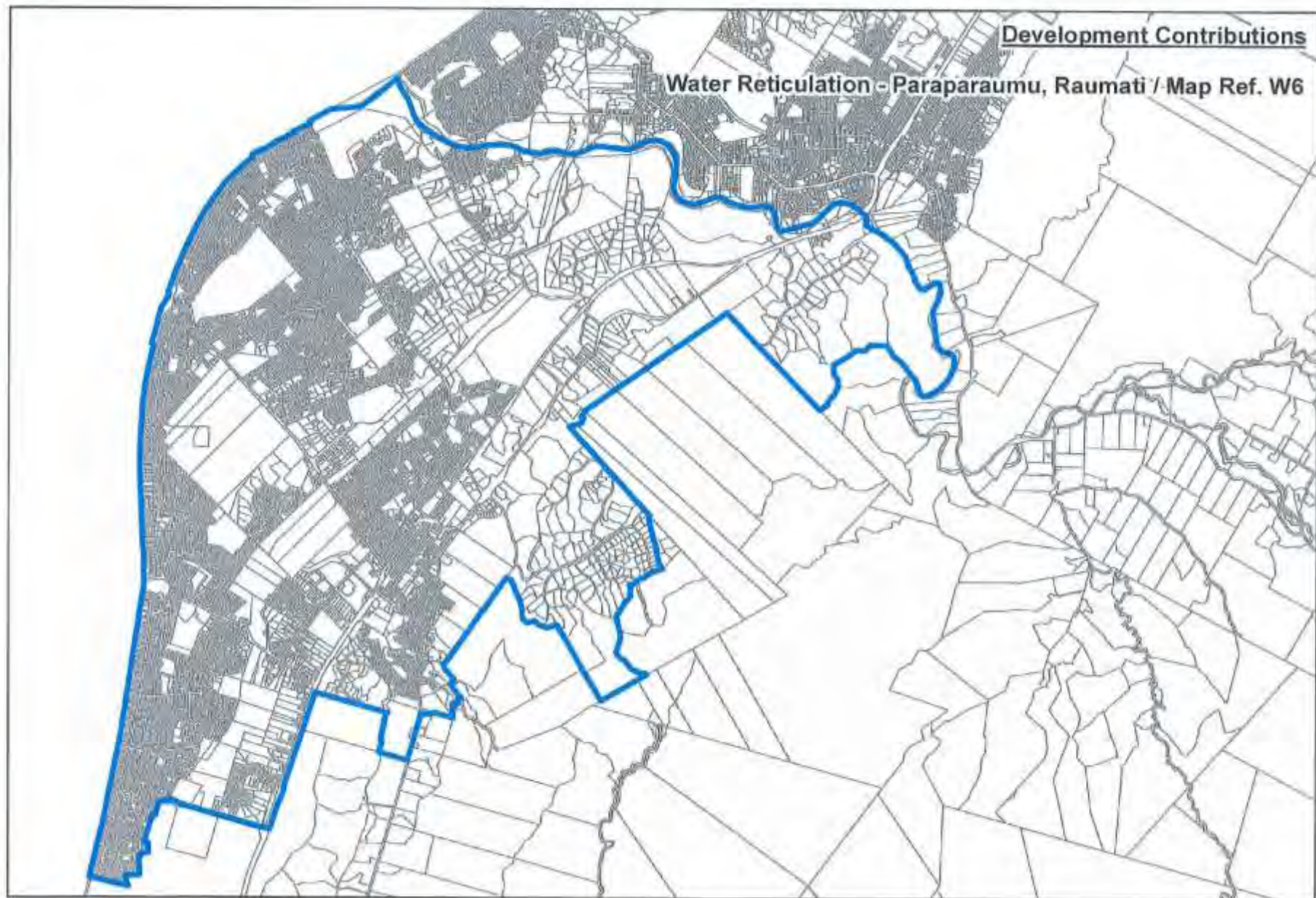
Water reticulation – Waikanae



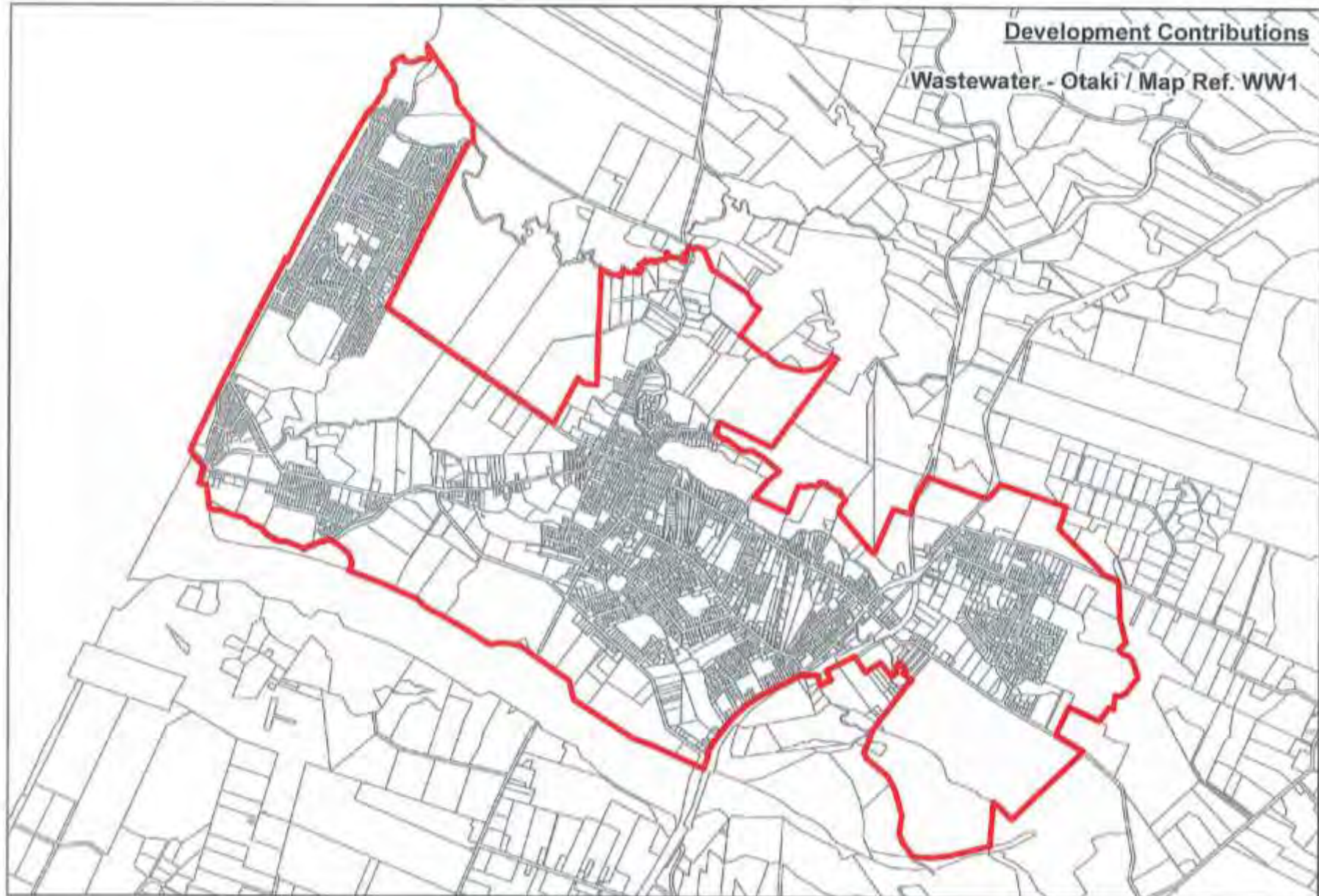
Water reticulation – Peka Peka



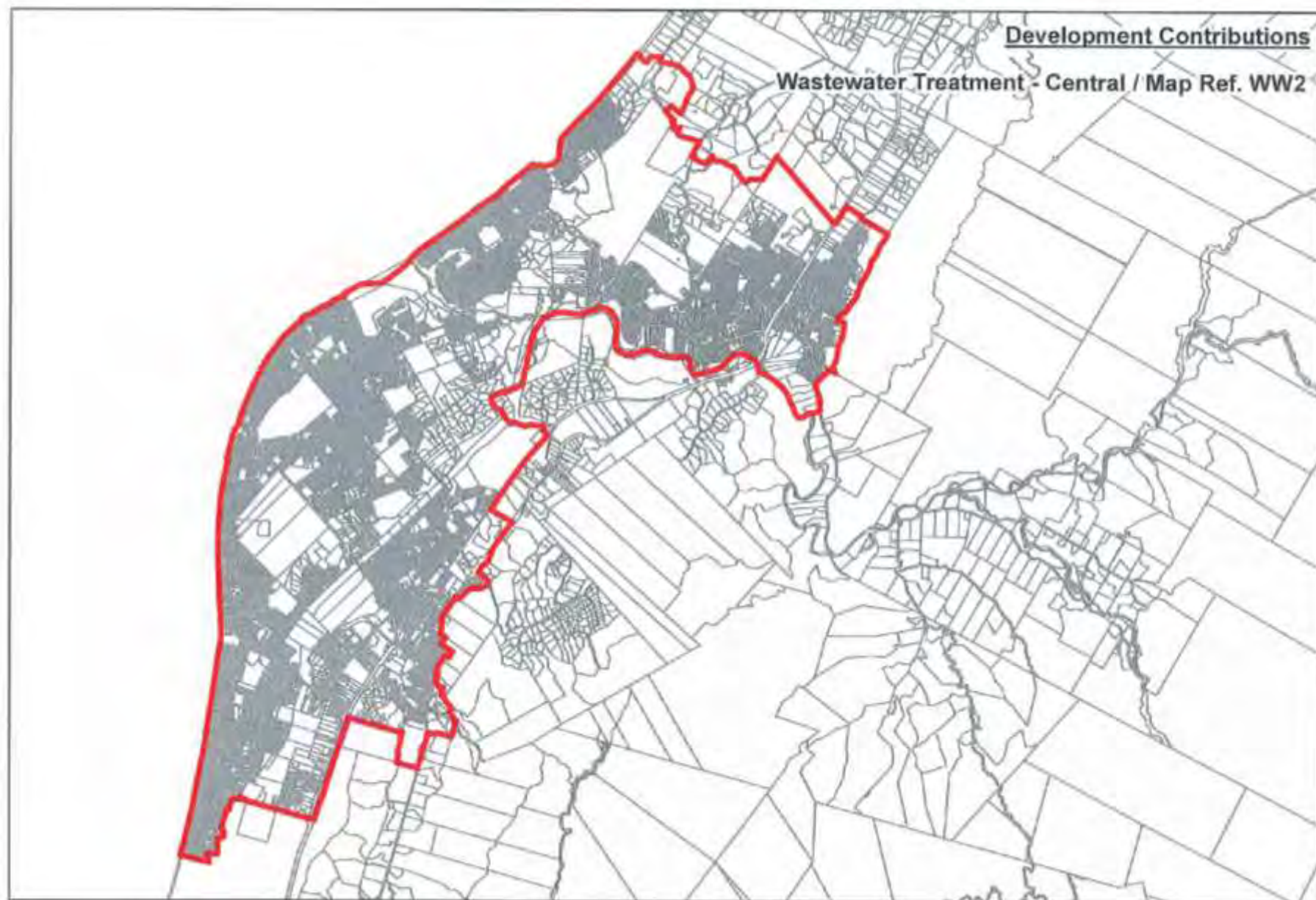
Water reticulation – Paraparaumu/Raumati



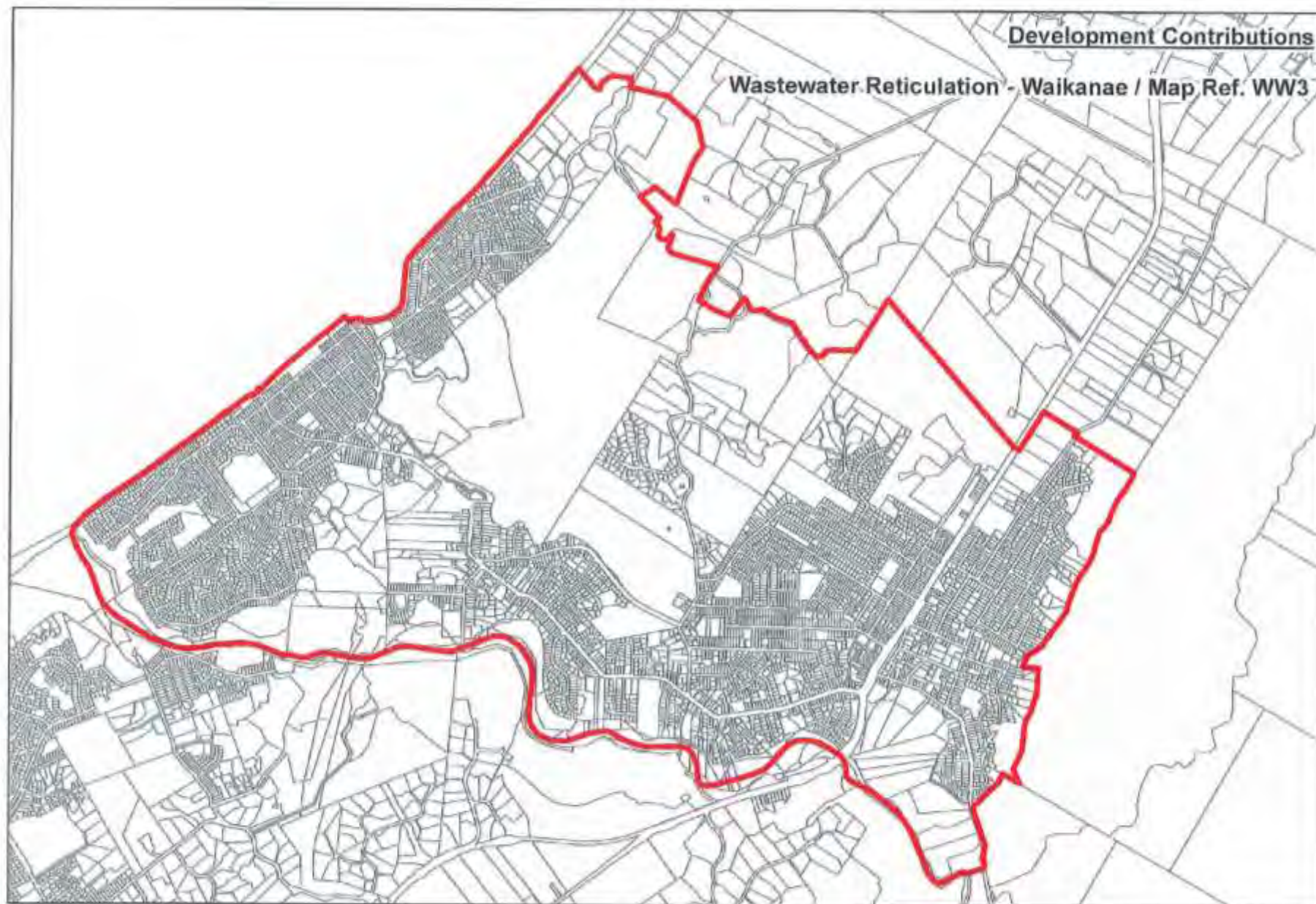
Wastewater – Ōtaki



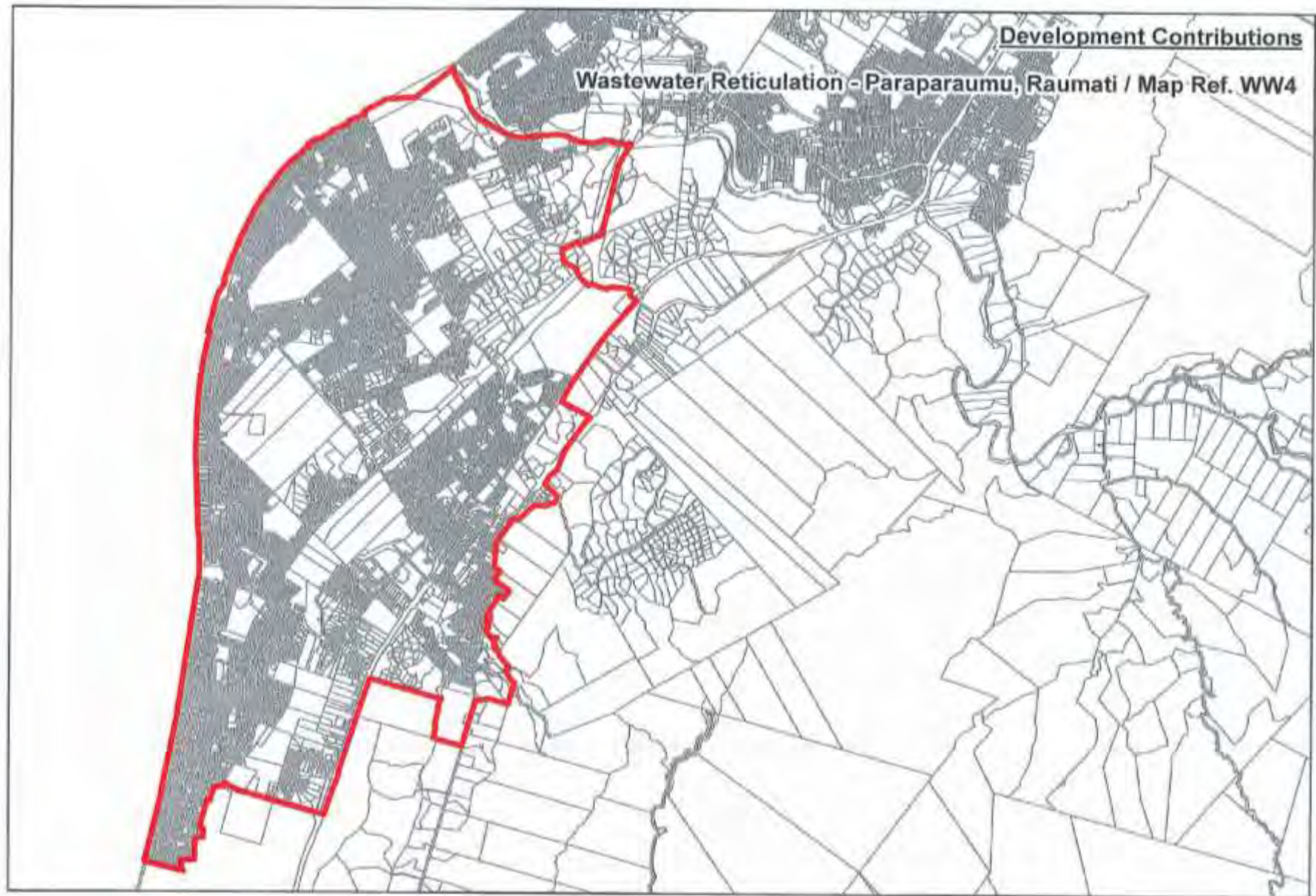
Wastewater treatment – central



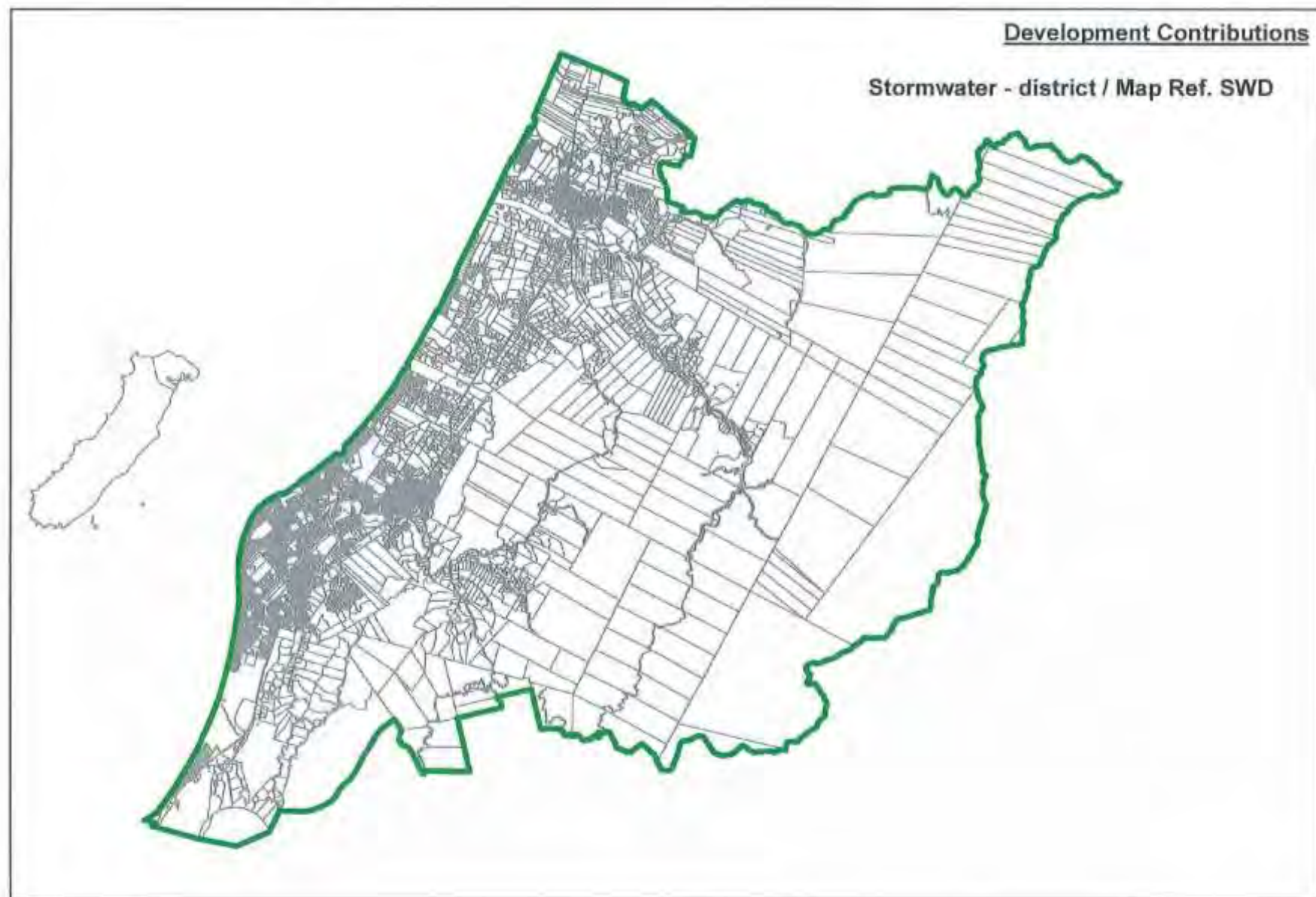
Wastewater reticulation – Waikanae



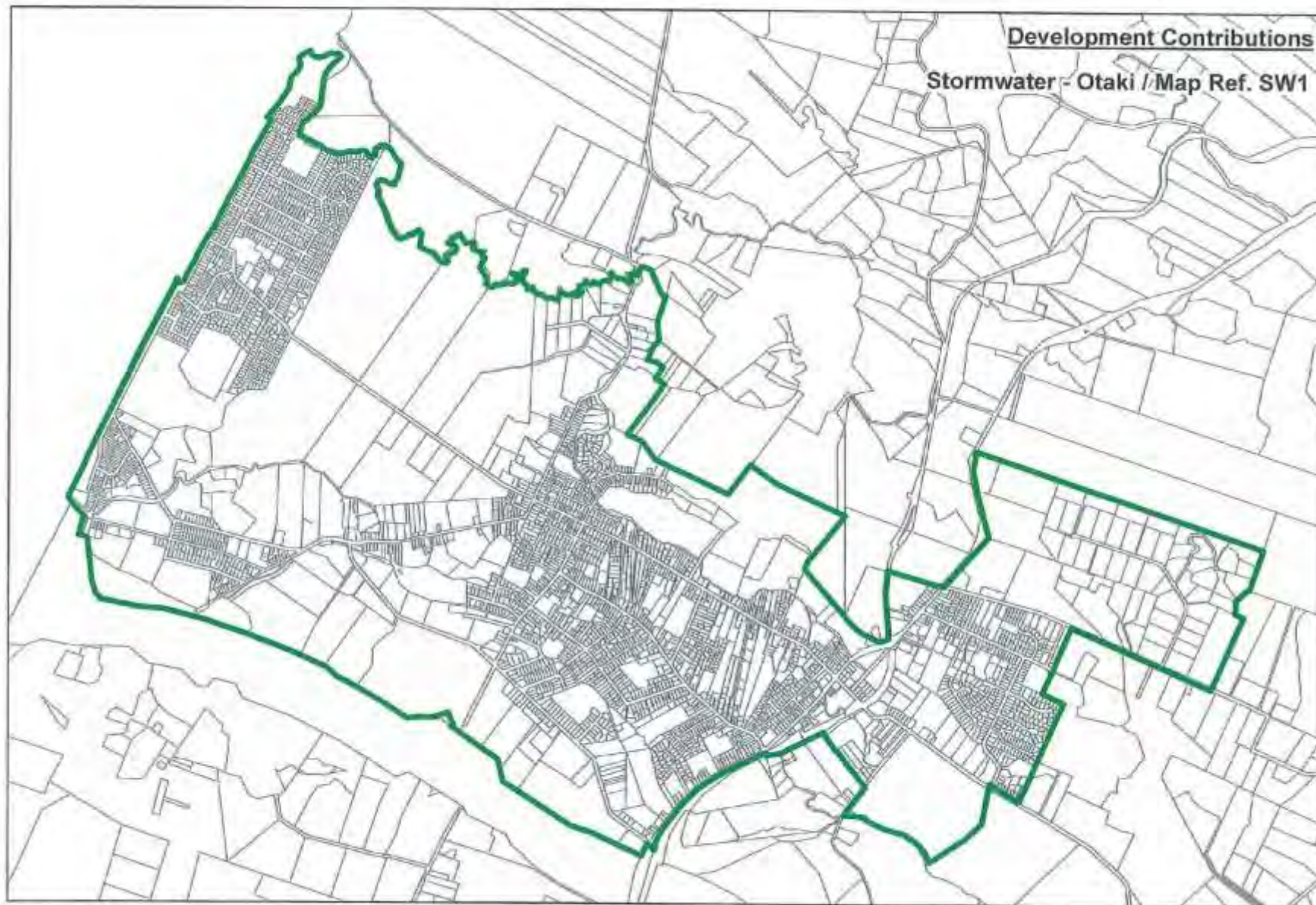
Wastewater reticulation – Paraparaumu/Raumati



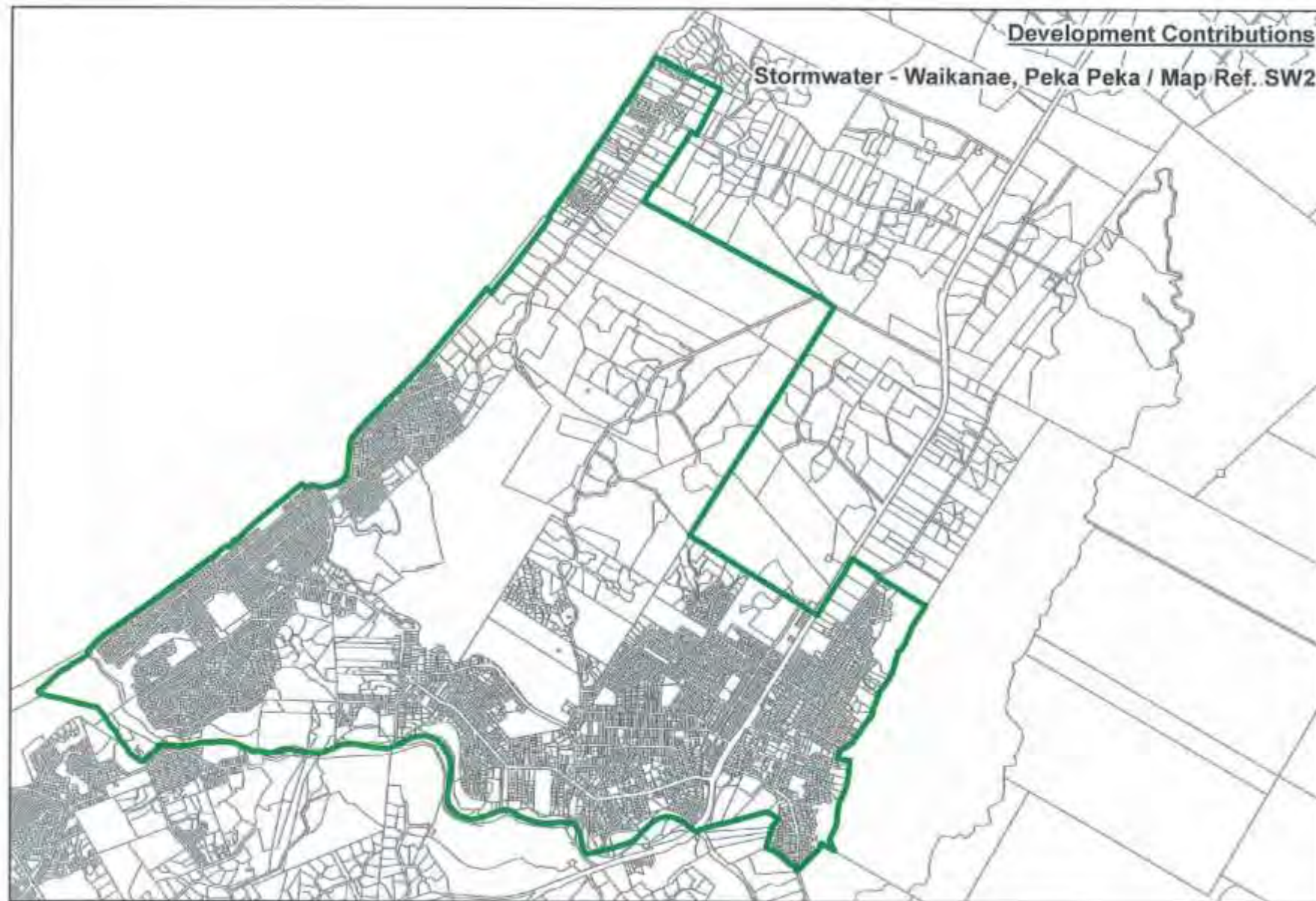
Stormwater – district



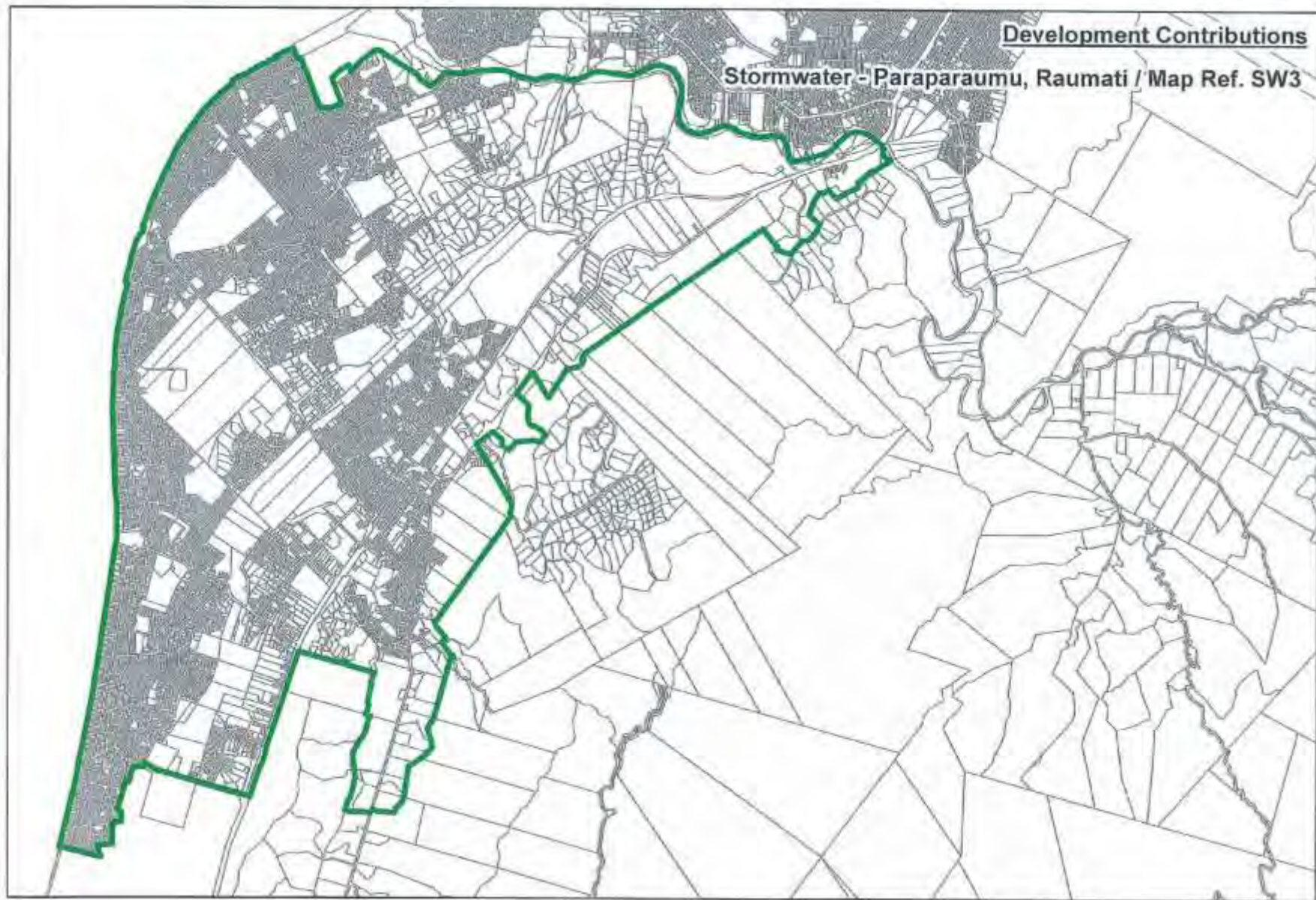
Stormwater – Ōtaki



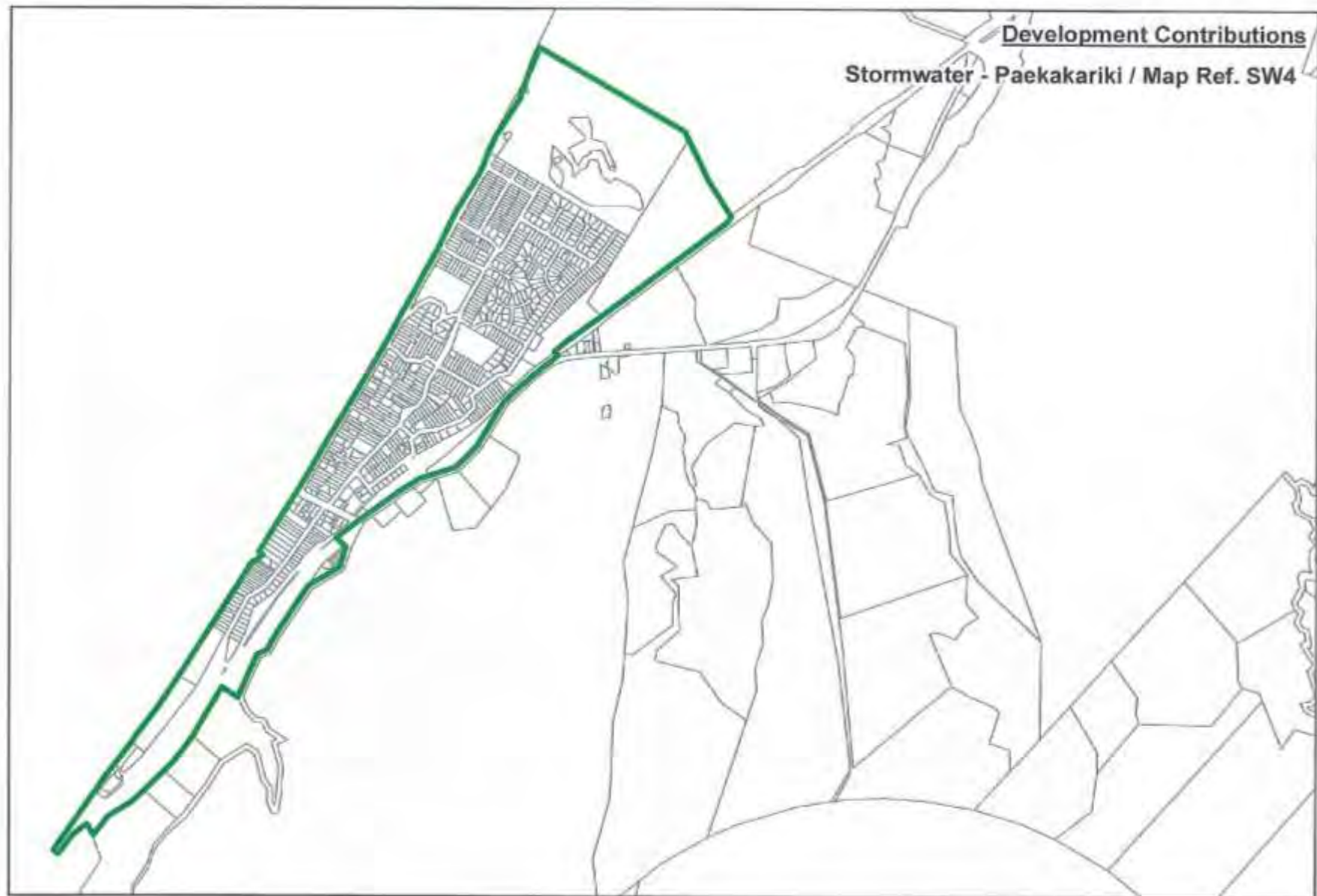
Stormwater – Waikanae, Peka Peka



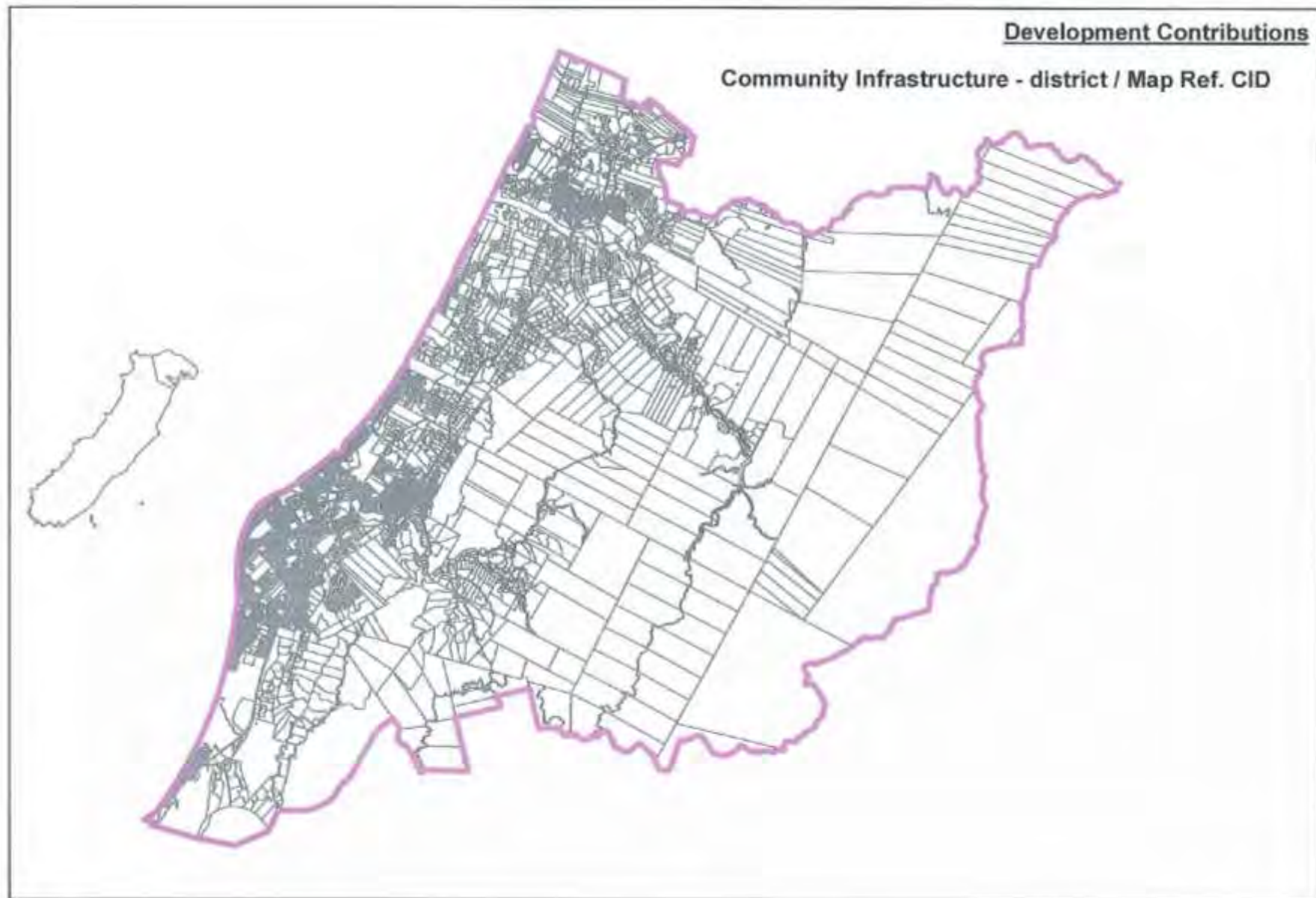
Stormwater – Paraparaumu/Raumati



Stormwater – Paekākāriki



Community infrastructure – district



Appendix 14: Waste Management and Minimisation Plan (WMMP)

Included documents:

1. Draft Wellington Region Waste Management and Minimisation Plan 2017-2023
2. Statement of Proposal
3. Wellington Region Waste Assessment 2016

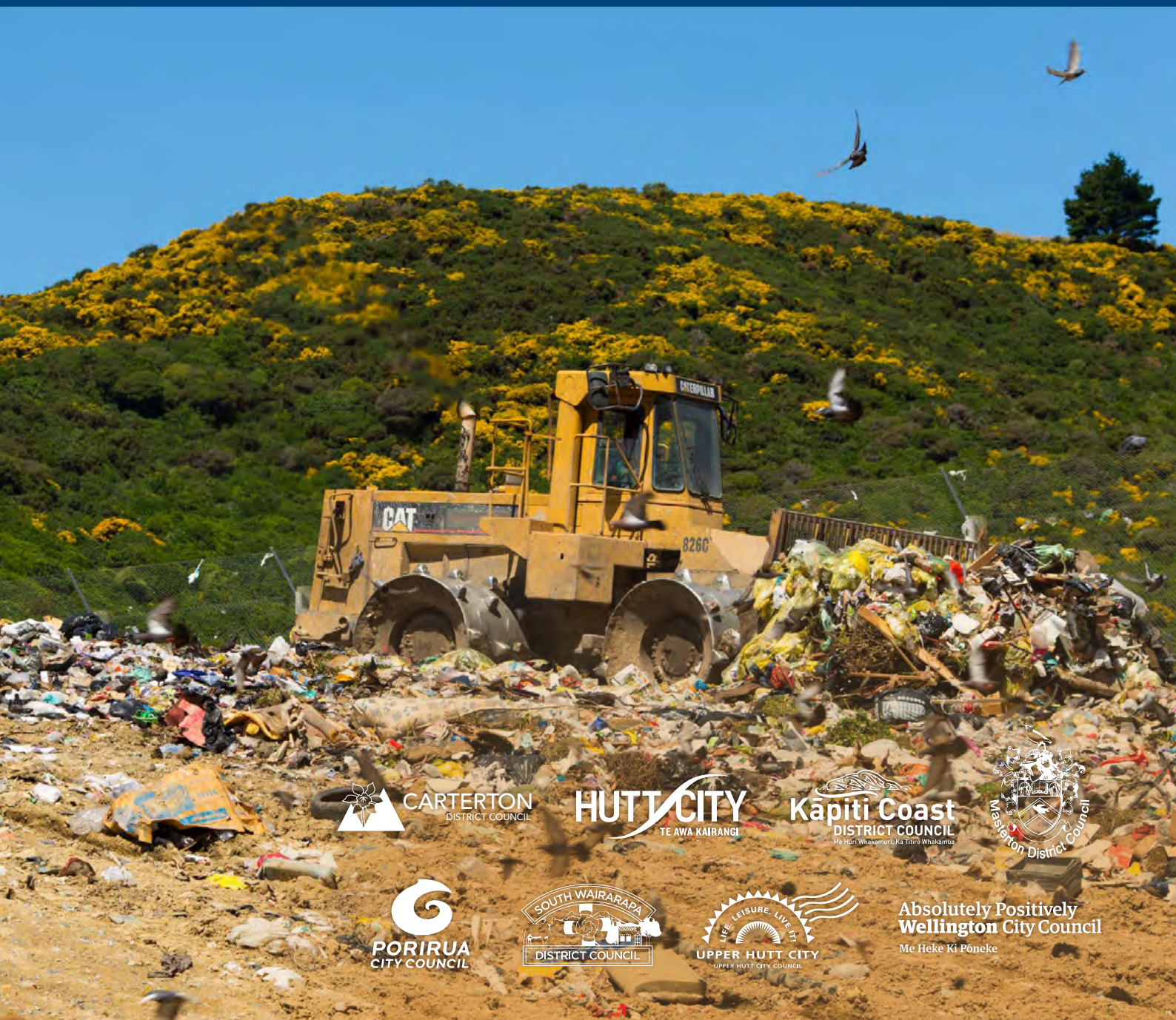
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Wellington Region Waste Management and Minimisation Plan

2017-2023

PREPARED FOR THE COUNCILS OF THE WELLINGTON REGION

Waste Free, Together - For people, environment, and economy



CARTERTON
DISTRICT COUNCIL

HUTT CITY
TE AWA KAIRANGI

Kāpiti Coast
DISTRICT COUNCIL
Me Huri Whakamuri Ka Tūro Whakamuri



PORIRUA
CITY COUNCIL



UPPER HUTT CITY
COUNCIL
LIFE, LEISURE, LIVE IT!

**Absolutely Positively
Wellington City Council**
Me Heke Ki Pōneke

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Glossary of Terms

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.
Cleanfill	A cleanfill (properly referred to as a Class 4 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.
Disposal	Final deposit of waste into or onto land, or incineration.
Diverted material	As defined within the Waste Minimisation Act, means 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
Food waste	Any food scraps – from preparing meals, leftovers, scraps, tea bags, coffee grounds.
Green waste	Waste largely from the garden – including hedge and/or tree clippings, and/or lawn clippings.
Hazardous waste	Waste that can cause harm or damage to people or the environment like strong chemicals.
Landfill	Tip or dump. A 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'. Properly referred to as a Class 1 landfill.
LGA	Local Government Act 2002.
LTP	Long Term Plan.
Managed fill	A disposal site requiring a resource consent to accept well-defined types of non-household waste, eg low-level contaminated soils or industrial by-products, such as sewage by-products. Properly referred to as a Class 3 landfill.
MfE	Ministry for the Environment.
MGB	Mobile garbage bin – wheelie bin.
MRF	Materials recovery facility.

MSW	Municipal solid waste
New Zealand Waste Strategy	A document produced by the Ministry for the Environment in 2010.
NZWS	New Zealand Waste Strategy
Putrescible, garden, greenwaste	Plant-based material and other bio-degradable material that can be recovered through composting, digestion or other similar processes.
Recovery	As defined in the Waste Minimisation Act (2008): <ul style="list-style-type: none"> a) Means extraction of materials or energy from waste or diverted material for further use or processing; and b) Includes making waste or diverted material into compost.
Recycling	The reprocessing of waste or diverted material to produce new materials.
Reduction	As defined in the Waste Minimisation Act (2008), means: <ul style="list-style-type: none"> a) Lessening waste generation, including by using products more efficiently or by redesigning products; and b) In relation to a product, lessening waste generation in relation to the product.
Reuse	As defined in the Waste Minimisation Act (2008), means the further use of waste or diverted material in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose.
RRP	Resource recovery park.
RTS	Refuse transfer station.
Rubbish	Waste that currently has little other management options than disposal to landfill.
Service Delivery Review	As specified in 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)
Transfer station	Where waste can be sorted for recycling or reprocessing, or is dumped and put into larger trucks for transport to landfill.
Treatment	Subjecting waste to any physical, biological, or chemical process to change its volume or character so that it may be disposed of with no or

reduced adverse effect on the environment, but does not include the dilution of waste.

WA	Waste Assessment as defined by s51 of the Waste Minimisation Act 2008. A Waste Assessment must be completed whenever a WMMP is reviewed.
Waste	As defined in the Waste Minimisation Act (WMA) (2008), waste means: <ul style="list-style-type: none">a) anything disposed of or discarded; andb) includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); andc) to avoid doubt, includes any component or element of diverted material, if the component or element is disposed or discarded.
Waste assessment	A document summarising the current situation of waste management in a locality, with facts and figures, and required under the Waste Minimisation Act.
Waste hierarchy	A list of waste management options with decreasing priority – usually shown as ‘reduce, reuse, recycle, reprocess, treat, dispose’.
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
Zero waste	A philosophy for waste management, focusing on council/community partnerships, local economic development, and viewing waste as a resource. Zero waste may also be a target.

Foreword

Waste free, Together for people, environment, and economy

On behalf of the councils of the Wellington region, we are pleased to present the draft Wellington Region Waste Management and Minimisation Plan (2017-2023) for public consultation.

The plan is founded on an overall vision of working together as a region to become waste free.

After working collaboratively over a number of months, councils now have the beginnings of a comprehensive plan to work towards the waste free vision over the next 6 years. The first stage is to investigate the feasibility of a number of initiatives, including the creation of a regional waste bylaw template, the optimisation of kerbside collection systems, and the development of a resource recovery network.

Supporting the regional plan, each council has identified initiatives in their own local action plans to meet the needs of their individual communities. Initiatives resulting in significant changes to the way councils currently do things will be subject to further public consultation, following analysis of the environmental, financial and social costs and benefits.

Our key focus for this plan is to reduce the total quantity of waste sent to class 1 landfills from 600kg to 400kg per person per annum by 2026. We are confident that with residents, businesses and councils working together we can achieve this goal.

We look forward to your feedback.



Councillor Iona Pannett

Wellington City Council
WMMP Joint Committee (Chairperson)



Councillor Lisa Bridson

Hutt City Council
WMMP Joint Committee (Deputy Chairperson)

Executive Summary

The councils in the Wellington region have worked together to produce the Draft Wellington Region Waste Management and Minimisation Plan. The plan sets out what we intend to do over the next 10 years to make sure we manage our waste as best we can for the benefit of our communities, our local economies, and the environment.

The draft plan proposes the regional vision of: *“Waste Free, Together”*, with the tagline: *“for people, environment, and economy”*.

In preparing the draft plan we have considered a range of data and information and taken account of our obligations under various pieces of legislation.

The key information that has shaped our draft plan includes the following:

- We have a statutory duty to not only ensure waste is managed effectively and efficiently, but also to minimise it.
- We are sending more waste to landfill than ever. Although the total amount has not grown by much, we are clearly not reducing what we throw out.
- We can do a lot better at kerbside recycling. Not only are our recycling rates quite low, but they also have been going down over time.
- Food and green waste represent the largest fractions of material being landfilled. This is potentially the biggest opportunity to throw less away.
- There is potential opportunity to work together more and jointly deliver best practice waste and recycling services.

To guide the process of developing this plan, the councils established the Wellington Region WMMP Joint Governance Committee. The Joint Governance Committee is made up of elected members from each council, and is responsible for overseeing the development and implementation of the regional WMMP.

The Joint Governance Committee identified a headline regional target for minimising waste.

Our primary regional target is:

1. A reduction in the total quantity of waste sent to class 1 landfills from 600 kilograms per person per annum to 400 kilograms per person by 2026.

The primary regional target is supported by a number of other regional targets for different sources and types of waste that, if achieved, add up to deliver the overall regional target.

To set us on the path towards these targets the Joint Governance Committee also identified a set of regional actions that we intend to take. These actions include the following:

- Developing and implementing consistent solid waste bylaws – this will help councils set standards and gather data so they can plan and manage waste better.
- Working together to deliver more consistent and effective forms of regional communications and education around waste services and waste minimisation, so households and communities are inspired and supported to play their part.

- Facilitating local councils to determine, and, where feasible, to optimise collection services so that they maximise diversion and are cost effective to communities.
- Investigating and, if feasible, developing a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste.
- Collaborating with other local government organisations, NGOs, and other key stakeholders on undertaking research, lobbying and actions on various waste management issues such as (but not limited to) product stewardship, electronic waste, tyres, and plastic bags.

To support these regional actions each council has also set out their plans for actions they will take locally to deliver on the vision, goals and objectives of the regional WMMP, while at the same time ensuring that they meet the needs and concerns of their own communities.

Part A: Strategy

1.0 Introduction

This is a joint Waste Management and Minimisation Plan covering all of the territorial authorities in the Wellington Region and is prepared in accordance with the requirements of the Waste Minimisation Act 2008 ('the Act').

1.1 Purpose of the plan

Managing waste and ensuring good outcomes for the community can be a complex task. We need to look after the environment, protect people's health, and make sure that this is done at an acceptable cost to the community. All parts of the community will need to work together for us to achieve these outcomes.

Councils have a statutory role in managing waste, and are required to promote effective and efficient waste management and minimisation within their districts. A key part of doing this is to adopt a Waste Management and Minimisation Plan (WMMP).

This WMMP sets the priorities and strategic framework for managing waste in the region. Once the plan is adopted, the actions will be carried forward by each of the councils into their Long Term and Annual Plans to ensure the resourcing is available to deliver the plans' goals and objectives.

1.1.1 Why work together?

The councils in the Wellington Region have agreed that there will be a number of benefits in working together more closely on waste issues and have prepared a joint Waste Management and Minimisation Plan. The benefits of working together include the following:

- Potential efficiencies and cost savings from sharing collection services, including improved ability to optimise fleets, depot locations and collection rounds.
- Potential efficiencies and cost savings from sharing administration, communications and support services.
- Encouraging more competitive bids from contractors for supply of collection, transfer station operation, haulage and disposal services across the region.
- More consistent standards and service levels across the districts.
- The ability to implement more consistent regulations and data collection to improve planning and administration.

We believe our proposed approach to joint working will lead to higher quality and more efficient services for waste and recycling, including increased waste minimisation.

To work together, the councils established the Wellington Region WMMP Joint Governance Committee. The committee is made of elected members from each council, and is responsible for overseeing the development and implementation of the Regional WMMP.

1.2 What does the plan have to contain?

The WMMP must meet requirements set out in the Waste Minimisation Act. It must:

- consider the 'waste hierarchy'
- ensure waste does not create a 'nuisance'
- 'have regard to' the New Zealand Waste Strategy and other key government policies
- consider the outcomes of the 'waste assessment' (this is a review of all information that we have about the current waste situation in Wellington, including rubbish from households and businesses)
- follow the Special Consultative Procedure set out in the Local Government Act (2002).

Figure 1: The waste hierarchy



Source: <https://greenerneighbourhoods.net/resources/waste/>

1.3 Scope of the plan

Our WMMP covers all solid waste and diverted material in the region, whether they are managed by councils or not. Liquid and gaseous wastes are not included except where they interact with solid waste systems. This includes hazardous wastes like chemicals and the outputs

from wastewater treatment plants. This does not necessarily mean that the councils are going to have direct involvement in the management of all waste – but there is a responsibility for the councils to at least consider the management of all waste in their districts, and to suggest areas where other groups, such as businesses or householders, could take action themselves.

1.4 Status and review of the plan

The WMMP is currently in a draft form and covers the period 2017 to 2023, but takes a 10-year time horizon for planning purposes.

In line with the requirement of section 50 of the Act, this plan will be reviewed at least every 6 years after its adoption. The councils may elect to review any or all aspects of the plan at any time prior to 2023, if they consider circumstances justify such a review.

1.5 Structure of this document

This plan is in three parts.

Part A: Strategy. This contains the core elements of the strategy including vision, goals, objectives, policies and targets. It essentially sets out what we are aiming to achieve, and the broad framework for working towards the vision.

Part B: Action plans. The action plans set out the proposed specific actions that could be taken by the councils to achieve the goals, objectives, and targets set out in Part A. There are two sets of action plans – regional level actions and local actions. Regional actions identify where councils will work at a regional level or in collaboration. These regional actions provide a broad structure to deliver the plan outcomes. Local actions provide more detail around specific actions each council will undertake to support the regional goals and objectives as well as meeting local needs.

Part C: Background information. This part contains the background information that has informed the development of the WMMP. Most of this information is contained in the Waste Assessment, which is included in Part C.

2.0 What We Have Considered

In preparing this WMMP we have taken into account a wide range of considerations including the following:

- Information on the waste we generate and manage in our district
- Projections of how our population and economy might change over time
- Resident and ratepayer surveys and other resident feedback
- The waste hierarchy
- Public health
- The potential costs and benefits of different options to manage our waste

The detail of the above information is contained in the Waste Assessment (and other supporting documentation), which is presented in Part C.

We have also taken into account a large number of plans, policies and legislation and their requirements. These include the following:

- The Waste Minimisation Act (WMA) 2008
- The Local Government Act (LGA) 2002
- The Hazardous Substances and New Organisms (HSNO) Act 1996
- The Resource Management Act (RMA) 1991
- The Health Act 1956
- The Health and Safety at Work Act 2015
- Climate Change (Emission Trading) Amendment Act 2008
- The New Zealand Waste Strategy (NZWS)
- Waste Assessments and Waste Management and Minimisation Planning: A Guide for Territorial Authorities (2015)
- Regional Policy Statement for the Wellington Region (2013)
- The constituent councils' Long-term Plans

Further information on the above plans, policies and legislation and how they have been considered in the formulation of this plan is contained in the Waste Assessment.

3.0 The Waste Situation

3.1 The Wellington Region

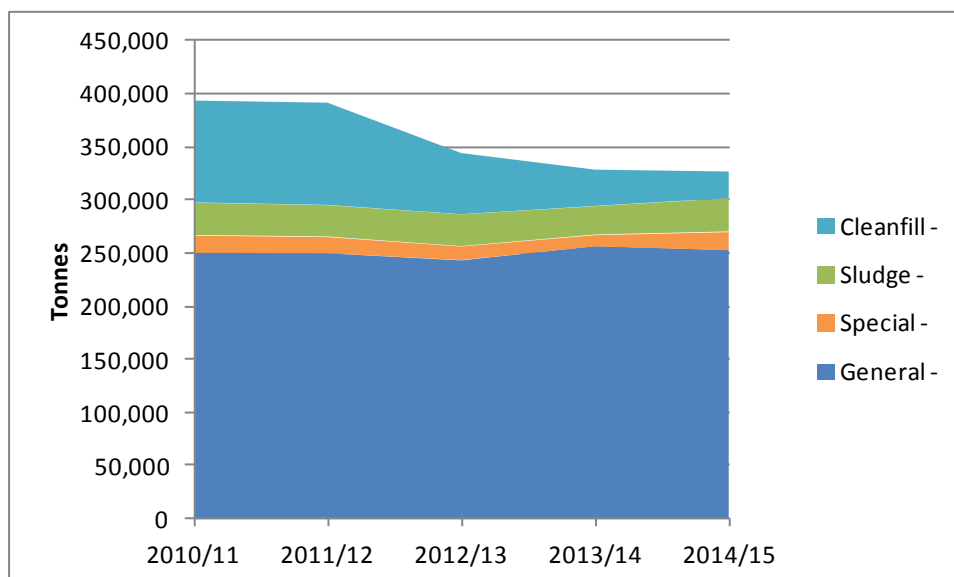
The Wellington Region poses some unique challenges when it comes to waste. There is a lot of diversity, with large metropolitan areas concentrated around Wellington City and the Hutt Valley through to the predominantly rural Wairarapa. The geography also generates clear distinctions, with the Rimutaka and Tararua Ranges creating a physical barrier between different parts of the region. This physical division of the region restricts, to some degree, the movement of people, and, particularly in the residential context, recovered materials and waste. There are also large numbers of workers coming into the city centres. For example, Wellington City has an inflow of around 70,000 workers every weekday from other cities/districts. The complexities of geography, people, and wastes create a wide range of challenges when planning more effective waste management and minimisation across the region.

This diversity is mirrored in the fact that most of the councils currently manage waste in different ways. For example, some councils provide waste and recycling collections (via council contracts) while others do not (households pay companies directly to collect their waste and/or recycling), some own landfills, and some take a more active role in promoting waste minimisation in the community.

Also of note is that the region is well served by landfills. There are three inside, and two outside, the region that we send our waste to. This means there is competition between these landfills for the supply of waste.

3.2 How much waste is there?

Figure 2: Waste to Class 1 landfills by year



The above chart shows the total amount of waste we send to landfill in the region each year. While the overall amount is going down, general waste, sludge and special wastes have increased slightly since 2012/13. The drop in total waste is actually just due to a drop in 'cleanfill' type material (dirt, rocks and other inert waste), going into Class 1 facilities. While we do not have good data on this, it is likely that this material is simply going to other Class 2–4 disposal

facilities (where it is cheaper to dispose of). It is estimated that there is in the order of 525,000 tonnes of material going to these types of facilities each year. In addition there is an estimated 37,000 tonnes of material disposed of on farms each year in the region.

These figures are summarised in the table below.

Table 1: Waste disposed of to land – 2015

Waste disposed of to land in Wellington region – 2015	Tonnes 2015	% of total	Tonnes/capita/annum
Levied waste to Class 1 landfills			
General	252,536	28.4%	0.508
Special	17,717	2.0%	0.036
Sludge	31,823	3.6%	0.064
Subtotal	302,076	34.0%	0.608
Non-levied waste to Class 1 landfills			
Cleanfill	24,942	2.8%	0.050
Farm waste disposed of on-site			
All waste	37,285	4.2%	0.075
Waste to Class 2–4 landfills			
All waste	525,000	59.0%	1.057
TOTAL	889,303	100.0%	1.790

3.3 Where does it come from?

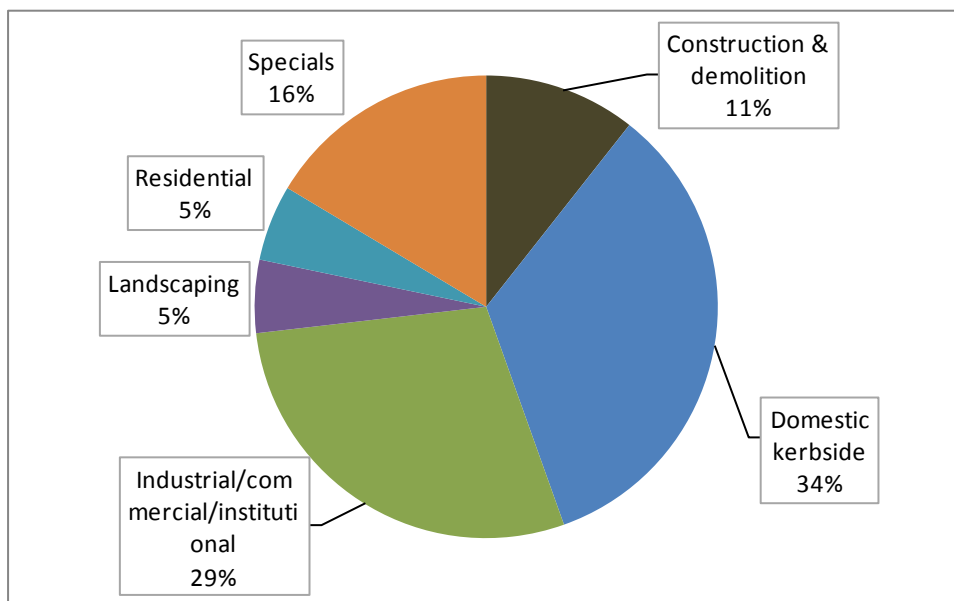
These next sections focus on the waste that goes to Class 1 landfills, which is material that potentially creates the most environmental harm (see the info box on the right).

The following chart shows the main activities that generate the waste that we send to Class 1 landfills. The largest amount, about a third, comes from what households throw away in their kerbside collections. A similar amount comes from businesses and industry.

Class 1–4 landfills?

Most of what we think of as rubbish goes to Class 1 landfills. These are well engineered facilities designed to minimise the impact of the waste on the environment. Class 2–4 landfills mostly just take inert material like soil and rock, from construction and roading projects. They aren't allowed to take any smelly or hazardous waste. Class 2 fills can take some construction waste like wood, plastic or glass, while Class 4 fills are essentially only allowed to take soil and rock etc.

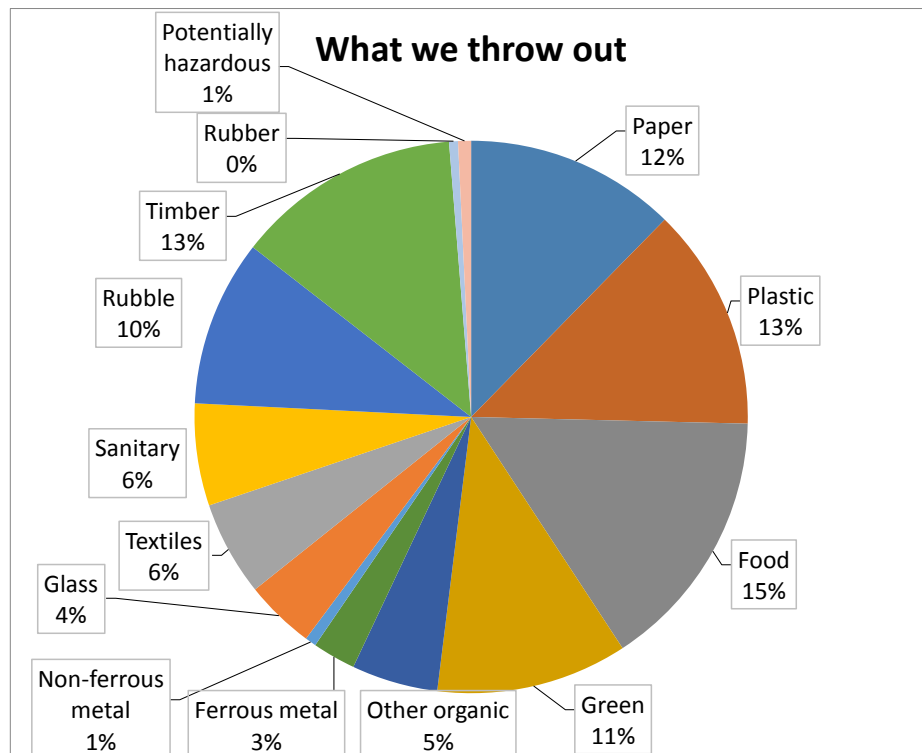
Figure 3: Activity source of waste to Class 1 landfills



3.4 Composition of waste to Class 1 landfills

The following chart shows the types of materials we throw out. The biggest single amount is organic waste, which is food and garden waste from households and organisations. Most of this material could be recovered for composting. We also throw away lots of plastic, paper, metal, and glass, which can be recycled.

Figure 4. General waste to Class 1 landfill (excluding cleanfill)



3.5 Diverted material

Although we are throwing away about 300,000 tonnes of material into Class 1 landfills each year, we are recovering nearly 200,000 tonnes each year as well. This is shown in the table below:

Figure 5: Material recovered

Type of recovery	Tonnes per annum
Kerbside recycling	26,375
Drop-off recycling	7,016
Commercial recycling	116,781
Existing organic diversion	46,106
Total	196,278

The largest quantity of material recovered is from commercial recycling (59%) and most of this is metal (52%), with paper and cardboard (7.6%) also significant. The organic waste diverted is mainly through rendering of meat processing by-products (13%) (to make things like tallow and blood and bone), and garden waste that is composted (10%).

3.6 Waste minimisation performance

3.6.1 Per capita comparisons

To determine how well we are doing in terms of waste minimisation it is useful to compare ourselves with other parts of New Zealand.

In terms of the total amount of waste per person that we send to Class 1 landfills, the Wellington region is mid-range nationally: about 600 kilograms per person. The per-person total includes commercial sector waste.

When we look at how much waste from households we send to Class 1 landfills, we are less effective in terms of waste minimisation: about 200 kilograms per person. This is at the high end of the national range for waste from households, and about twice what Christchurch City does, where a comprehensive kerbside collection system has been in operation since 2009/10.

When it comes to household recycling, we recycle about 53 kilograms per person regionally, but this has been steadily dropping over time – down from 59 kilograms about 5 years ago. Unfortunately this does not compare well with other districts and cities – we are down among the lowest recyclers, while the more effective recyclers recover about twice as much as we do.

3.6.2 Diversion potential

The table below shows what materials we are sending to landfill and that we could be more effective at diverting away from landfill.

Table 2: Diversion potential of levied waste to Class 1 landfills

Diversion potential of levied waste to Class 1 landfills from Wellington region		General waste and special waste - excludes cleanfill	
Primary category	Secondary category	% of total	Tonnes 2014/15
Paper	Recyclable	9.0%	27,316
Plastics	Recyclable	1.0%	2,925
Putrescible	Kitchen/food	13.2%	39,934
Putrescible	Greenwaste	9.2%	27,921
Ferrous metals	All	2.1%	6,202
Non-ferrous metals	All	0.5%	1,626
Glass	Recyclable	2.9%	8,647
Textiles	Clothing/textile	1.2%	3,768
Rubble	Cleanfill	1.9%	5,712
Rubble	Plasterboard	1.5%	4,516
Timber	Untreated/unpainted	1.9%	5,660
Potentially hazardous	Sewage sludge	10.5%	31,823
TOTAL DIVERTABLE		55.0%	166,050

Over 50% of our waste could, theoretically at least, be diverted from landfill disposal. The largest divertible component is kitchen/food waste. The second largest divertible component is sewage sludge, which comprises 10.5% of the total, while paper (9%) and greenwaste (9.2%) also make up notable fractions.

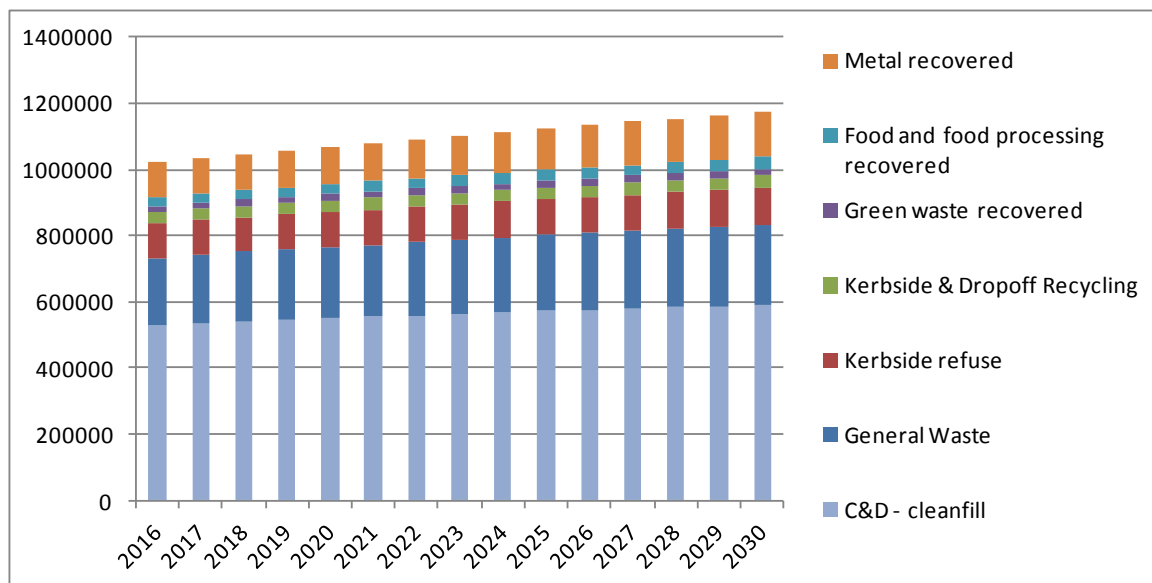
3.6.3 Kerbside market share

It has become more obvious in recent times that, in districts where councils continue to have user pays rubbish bag collections services in place, bag collection services are experiencing low and declining market share. Across the region it is estimated around one third of households use the council bag services and that these households put out only 17% of the weight of material collected. Householders are often instead choosing to opt for private wheeled bin based services that offer a choice of capacity and frequency. This issue raises the question of whether current council service provision is meeting the needs of the majority of the community.

3.6.4 Projections of future demand

Total waste and recovered material quantities in the Wellington region are estimated to grow slowly over the next 10 years in line with population and economic growth. For the purposes of projecting total waste quantities, it has been assumed that kerbside refuse, greenwaste, and all recyclables will grow in line with population. The Statistics New Zealand medium population projection has been used for estimating kerbside recycling and refuse. It is assumed that other waste to landfill (mainly industrial/commercial/institutional waste and drop-off materials) and C & D waste will grow at a similar rate as GDP, with an assumed growth rate of 2% per annum.

Figure 6: Mid-level projection – no significant change in systems or drivers



3.7 Key issues

The Waste Assessment looked across all aspects of waste management in the region (including some of the data presented in this section) and identified the main areas where we could improve our effectiveness and efficiency in managing and minimising waste. In no specific order these were:

1. **Data.** There is room for improvement in the quality and management of data. Accessible, reliable, consistent data enables better decision making.
2. **Waste to landfill.** In recent years the quantity of waste we send to landfill has started to increase.
3. **Cleanfills.** There is a lack of good information about the number of cleanfills and the tonnages and types of materials they accept.
4. **Council kerbside refuse market share.** Councils' share of the refuse market is declining. This issue raises the question of whether current service provision is meeting the needs and what the options are to address this.
5. **Recycling levels.** The Wellington region's recycling performance is below average by national standards.
6. **Recycling trends.** The proportion of material recycled has been declining over time.
7. **Biosolids management.** This material can create potential issues in landfill management. Diverting this material to beneficial use should be investigated.

8. **Organic waste.** There is a low rate of diversion of organics. Food and green waste represent the largest fractions of material being landfilled. This is potentially the biggest opportunity to improve diversion.
9. **Management.** Councils operate a range of different funding and management models. The range of approaches is a barrier to greater collaboration, as each council has different imperatives.
10. **Shared services and joint working.** There is likely to be unrealised potential for greater joint working in council service delivery (eg more consistent approach to kerbside services).

Addressing these issues is a key focus of the WMMP.

4.0 Vision, Goals Objectives and Targets

4.1 Vision

In consideration of the findings of the Waste Assessment, the Wellington Region WMMP Joint Governance Committee developed a vision for addressing waste issues:

The vision is: *“Waste Free, Together”*
With the tagline: *“for people, environment, and economy”*

4.2 Goals and objectives

The vision will be realised through the achievement of a set of supporting goals and objectives. The goals and objectives are as follows:

Goal: Waste free

Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most human and environmental harm.

Objective: To provide environmental, social, economic and cultural benefits by increasing the amount of waste diverted from landfill via reuse, recovery and/or recycling.

Objective: To investigate the use of available recovery and treatment technologies and service methodologies and apply these where appropriate.

Objective: To take actions that will improve information on waste and recovered material activities, including both council-contracted and private sector activities.

Objective: To align data collection and reporting systems where possible across the districts, region and nationally.

Goal: Working together

Objective: To investigate and where appropriate develop partnerships, joint working and co-operation across the private and community sectors as well territorial and regional councils, including shared services.

Objective: To engage the community and provide information, education and resources to support community actions.

Objective: To use council influence to advocate for increased or mandatory producer responsibility.

Objective: To work with local businesses and organisations to actively promote waste reduction at a local level.

Goal: Benefit our communities

Objective: To work with service providers to identify efficiencies while maintaining or improving service levels.

Objective: To consider both short and long-term cost impacts of all actions across the community including economic costs and benefits.

Objective: To consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making.

Objective: To consider the public health impacts of all waste management options and seek to choose options that effectively protect human health.

4.3 Targets

The following regional waste minimisation targets are proposed. These targets are informed by preliminary modelling that was done when the plan was being prepared. The modelling calculated how much we think could be diverted from landfill through a range of recycling and minimisation initiatives across the region. The pursuit of these targets will be up to each council, and therefore, whether they are achieved will largely depend on the initiatives and resources that are put towards it by each council.

Our primary regional target:

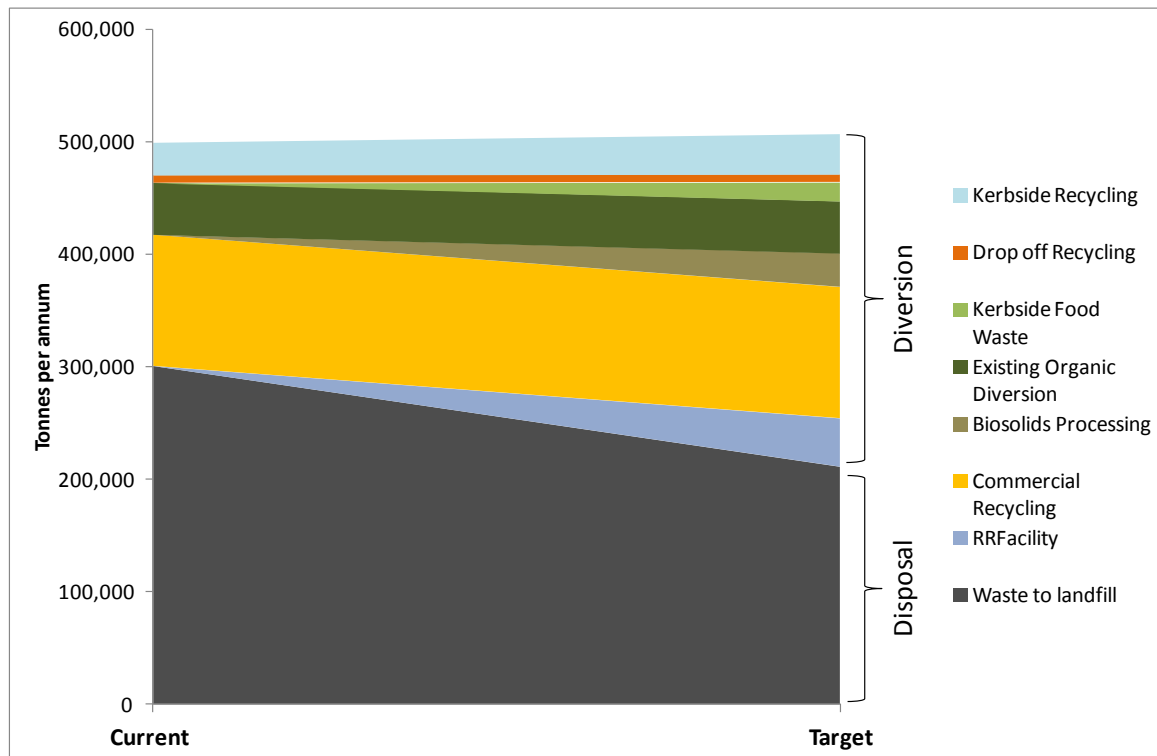
1. A reduction in the total quantity of waste sent to Class 1 landfills from 600 kilograms per person per annum to 400 kilograms per person by 2026.

In order to meet this primary target we will need to make progress in a number of areas. To measure how well we are doing in these areas we have set a number of secondary and tertiary targets:

2. A decrease in kerbside household waste to landfill from approximately 200 kilograms per person per annum to 143 kilograms per person per annum by 2026. Progress towards this target will be delivered by achieving the following:
 - a) Recycling an extra 13.5 kilograms per person per annum of household waste by 2026
 - b) Diversion of 34.5 kilograms per person of food waste from landfill per annum by 2026
 - c) A reduction of household waste generated of 9 kilograms per person per annum
3. A decrease in the total quantity of general waste (excluding kerbside and biosolids) from approximately 335 kilograms per person to 250 kilograms per person per annum by 2026.
4. A reduction in the quantity of sewage sludge (biosolids) sent to landfill from approximately 64 kilograms per person per annum to 4 kilograms per person per annum by 2026.

The chart below shows the effect we expect meeting our targets will have on the quantities of waste sent to landfill and recovered.

Figure 7: Impact of targets on how waste is managed



The chart above illustrates that a range of waste streams can be targeted to increase diversion and reduce the amount of waste to landfill. It is important to recognise, however, that councils have a range of statutory duties, such as the need to deliver local public services in way that is most cost-effective for households and businesses in accordance with the Local Government Act 2002 (s10(b)). They also need to give effect to other legislation, such as the Waste Minimisation Act, which encourages waste minimisation and decreased waste disposal (s3, 2008). As such, councils have a range of factors to consider when deciding how they will achieve effective and efficient forms of waste management and minimisation within their district. Because of this, over the 6-year life of this plan, lots of different dynamic social, cultural, economic and environmental factors will continue to shape and inform each council's waste management and minimisation actions – which will, in turn, affect how effective each council is in meeting the waste minimisation targets.

5.0 Proposed Methods for Achieving Effective and Efficient Waste Management and Minimisation

5.1 Councils' intended role

The councils intend to oversee, facilitate and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the Wellington Region. The councils will do this through their respective internal structures responsible for waste management. They will be individually responsible for a range of contracts, facilities and programmes to provide waste management and minimisation services to the residents and ratepayers of the region. In addition, the councils in the Wellington region will continue to work together to deliver the vision goals and objectives set out in this plan.

5.2 Proposed methods

The key methods that are proposed and the issues that they will address are shown in the table below.

	Method	Issues addressed
A	Determine and where feasible commit to implementing a range of optimised kerbside systems that maximise diversion and are cost effective for communities.	Council kerbside refuse market share Low recycling levels Declining recycling Organic waste Shared services
B	Investigate and if feasible develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste.	Low recycling levels Declining recycling Organic waste Joint working
C	Collaborate on options to use biosolids beneficially.	Biosolids management Joint working Management
D	Deliver enhanced regional engagement, communications, and education.	Low recycling levels Declining recycling
E	Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship.	Low recycling levels Declining recycling

F	Fund regional resources for the implementation of the WMMP, for example, human resources and research.	Management Joint working
G	Implement and oversee monitoring and enforcement of the regional or district waste bylaws.	Cleanfills Data Council kerbside refuse market share
H	Implement National Waste Data Framework and utilise the framework to increase strategic information.	Data
I	Identify specific aspirational targets in the WMMP for each council and the region, specifying reduction, reuse, recycling, and diversion of waste actions.	Low recycling levels Declining recycling Organic waste

It is noted that where a method refers to 'subject to feasibility', it means that feasibility should be signalled through cost–benefit investigation and indicated through public consultation based on that cost–benefit analysis. Specific initiatives relating to these methods would therefore be approved for funding under subsequent Annual Plan/Long Term Plan processes.

Further details on how these methods will be implemented are provided in the Action Plans in Part B.

6.0 Funding the Plan

Section 43 of the Waste Minimisation Act requires that the councils include information about how the implementation of this plan will be funded, as well as information about any grants made and expenditure of waste levy funds.

6.1 Funding regional actions

While most of the actions in this plan will be delivered by each council at a local level there are a range of actions that could take place at a regional level. These include:

- development of a regional bylaw or a suite of regionally consistent local bylaws
- consolidation and analysis of data
- delivery of regional education programmes
- research into the operational implications of proposed actions such as a resource recovery network, and development of regional organic waste processing capacity
- monitoring, reporting, and coordination of regional efforts including the development of future waste assessments and WMMPs.

Oversight of regional level actions will be provided by the WMMP Joint Governance Committee, with implementation through the Regional Officer Steering Group when agreed and when funding is approved.

To support the committee, a regional WMMP planner role has been established. Each council will have the opportunity provide ongoing funding to support the regional planner role through their Annual and Long Term Plans. To fund regional research and initiatives, councils will allocate a portion of their budgets. This may be funded from rates, waste levy funding, user charges, or other sources as determined by each council.

6.2 Funding local actions

There is a range of options available to the Wellington region councils to fund the activities set out in this plan. This includes the following:

- **Uniform Annual General Charge (UAGC).** A charge that is paid by all ratepayers.
- **User charges.** Includes charges for user-pays collections as well as transfer station gate fees¹
- **Targeted rates.** A charge applied to those properties receiving a particular council service
- **Waste levy funding.** The government redistributes funds from the \$10-per-tonne waste levy to local authorities on a per capita basis. By law 50% of the money collected through the levy must be returned to councils. This money must be applied to waste minimisation activities.

¹ Most councils in the region own transfer stations and/or landfills, are able to set the fees at these facilities and can derive income from these activities. In accordance with s46 (2) of the Act, the councils can charge fees for a facility that are higher or lower than required to recover the costs to provide the service, providing the incentives or disincentives will promote waste minimisation.

- **Waste Minimisation Fund.** Most of the remaining 50% of the levy money collected is redistributed to specific projects approved by the Ministry for the Environment. Anyone can apply to the WMF for funding for projects.
- **Sale of recovered materials.** The sale of recovered materials can be used to help offset the cost of some initiatives.
- **Private sector funding.** The private sector may undertake to fund/supply certain waste minimisation activities, for example in order to look to generate income from the sale of recovered materials etc. Councils may look to work with private sector service providers where this will assist in achieving the WMMP goals.

Funding considerations take into account a number factors, including the following:

- Prioritising harmful wastes
- Waste minimisation and reduction of residual waste to landfill
- Full-cost pricing – ‘polluter pays’
- Public good vs private good component of a particular service
- That the environmental effects of production, distribution, consumption and disposal of goods and services should be consistently costed, and charged as closely as possible to the point they occur to ensure that price incentives cover all costs
- Protection of public health
- Affordability
- Cost effectiveness
- The reasonably foreseeable needs of future generations

The potential sources of funding for each of the actions are noted in the tables in Part B of the WMMP. Budgets to deliver the activities set out in this plan will be carefully developed through the Annual Plan and Long Term Plan processes undertaken by each council. The approach taken will be to implement as many of the activities as possible while controlling costs and, where possible, taking advantage of cost savings and efficiencies. While the situation will vary for each council, overall a proportion of the increased levels of waste minimisation as set out in this WMMP could be achieved through setting appropriate user charges, promoting more efficient forms of service delivery through regional collaboration, and by targeting the application of waste levy money.

6.3 Waste minimisation levy funding expenditure

The WMA requires that all waste levy funding received by councils must be spent on matters to promote waste minimisation and in accordance with their WMMP. Waste levy funds can be spent on ongoing waste minimisation services, new services, or an expansion of existing services. The funding can be used on education and communication, services, policy research and reporting, to provide grants, to support contract costs, or as infrastructure capital.

The councils will receive, based on population, a share of national waste levy funds from the Ministry for the Environment. It is estimated that at the current rate of \$10 per tonne the councils' total share of waste levy funding in the Wellington region will be approximately \$1.4 million per annum. In addition, each council may make an application for contestable waste levy funds from the Waste Minimisation Fund, either separately, with other councils, or with another party.

The councils intend to use their waste levy funds for a range of waste minimisation activities and services as set out in the Action Plans.

6.4 Grants

Councils have the ability under the WMA (s47) to make grants and advances of money to any person, organisation or group for the purposes of promoting or achieving waste management and minimisation, as long as this is authorised by the WMMP. This section makes provision for each council to make such grants under s47 of the WMA 2008, where the activities to be funded align with and further the objectives of this WMMP.

In making grants related to waste management and minimisation, each council will use its own existing grants policy framework.

7.0 Monitoring Evaluating and Reporting Progress

7.1 Regional monitoring and reporting

The Wellington Region WMMP Joint Governance Committee has been established to oversee the development and implementation of the Joint WMMP. The committee consists of elected representatives from each constituent council.

The Joint Committee is scheduled to meet quarterly, or more frequently as required to review progress and make decisions in respect to the WMMP and its implementation (where such matters are non-operational). As the Joint Committee does not have delegations in respect of budgets, where such actions are operation and have financial implications, they are referred to each TA for decisions at the appropriate level.

The Joint Committee is supported by officers from each TA, as well as a regional planner.

This WMMP contains eight high-level regional actions with timeframes (refer to Part B), as well as a set of waste minimisation targets (refer section 4.3).

Each of these actions and targets will be reported against in terms of progress to committee at a minimum of 6-monthly intervals.

Two of the actions – the development of a regional solid waste bylaw and implementation of the National Waste Data Framework – will contribute to the development of a set of standard indicators for reporting purposes.

A range of indicative metrics for each of the regional actions are presented in the table below. Context-appropriate metrics will be developed and agreed as part of their implementation by each TA.

Reference and title	Indicative metrics
R.R.1: Implement regional bylaw	Standard bylaw adopted by TAs Number of operators licensed Number of bylaw infringements identified Number of enforcement actions taken
R.D.1: Implement Waste Data Framework	Framework adopted by TAs TAs supplying data in accordance with framework Data completeness
R.E.1: Regional engagement	Number of regional programmes undertaken Number of households reached Awareness of communications messages
R.C.1: Optimise collection systems	Number of TAs with optimised systems in place Quantity of material recycled per capita Quantity of household waste per capita Quantity of organics diverted per capita
R.IN.1 Resource recovery network	Number of sites that have been redeveloped in line with the resource recovery network concept Quantity of each waste/recycling/recovery stream

	Number of users at each site Proportion of material separated for recycling/recovery
R.IN.2 Beneficial use of biosolids	Quantity of biosolids diverted to beneficial use Proportion of biosolids diverted to beneficial use
R.LM.1: Resourcing for regional actions	Level of funding available for regional actions
R.LM.2: Collaborate	Joint TA action taken in support of regional actions
R.LM.3: Lobby	Submissions presented Action taken by central government to fully implement key parts of the WMA (eg product stewardship, rate of waste disposal levy etc)

What do we mean by an 'optimised system'?

An optimised system is one where the different elements are designed to work well together and support the desired outcomes. In general, an optimised system will have the following characteristics:

- Provide high recycling capacity and maximise material quality
- Target organics, especially food
- Constrain capacity for rubbish
- Maximise participation
- Reduce cost to households

When we think about optimising our systems councils also need to think about our other obligations – such as under Section 17A of the Local Government Act 2002. This requires us to review how cost effective the ways of providing services and infrastructure (like roads and sewerage systems) are. To do this properly councils have to consider different aspects like governance, funding, regulation, and methods of service delivery.

Part B: Action Plans

8.0 Introduction

The following Action Plans set out how the Wellington councils intend to work towards the vision, goals, and objectives outlined in Part A of the WMMP.

The Action Plans aim to set out clear practical initiatives that the councils will implement, either jointly or on their own. According to Ministry for the Environment guidance, a WMMP can be updated without triggering the need for a formal review, as long as the changes are not significant² and do not alter the direction and intent of the WMMP.

8.1 Considerations

It should be noted that before the actions outlined in the plans can be carried out, their feasibility will need to be established and they will need to be achievable within the councils' budgets. It is a requirement to state how the actions in the WMMP are to be funded, but the guidance recognises that it is beyond the scope of the WMMP to cost each of the initiatives in detail.

It is also worth stating that in carrying out our role, one of the key (but not exclusive) avenues for action will be through the contracting out of waste services. This means that the delivery of the actions set out here will depend in large part on their inclusion in a contracting arrangement.

It is anticipated that joint working and joint procurement of waste services may lead to some efficiencies and that this will allow us to do more within our budgets. However, exactly what services are delivered will ultimately depend on the outcomes of the procurement process. It will be up to each of the councils to determine whether they want to enter into shared service/joint procurement arrangements with any of the other councils.

There are two sets of Action Plans set out in this section:

1. **Regional Actions:** This covers joint actions the councils will take. These actions support the shared service and independent actions.
2. **Local Actions:** This covers services that each council will manage on their own.

² A council's Significance and Engagement Policy is also relevant to consideration here.

9.0 Regional Action Plan

This section sets out the actions that the councils in the region will collectively undertake or support to deliver on the vision, goals and objectives of this WMMP. The following actions will contribute to the primary target, being a reduction in the total quantity of waste sent to Class 1 landfills from 600 kilograms per person per annum to 400 kilograms per person by 2026.

9.1 Summary of regional actions

Action	What it will do
Develop and implement a regional bylaw, or a suite of regionally consistent bylaws	This will help councils set standards and gather data so they can plan and manage waste better.
Implement Waste Data Framework	Consistent, high-quality data will help us track our progress.
Regional engagement	More consistent regional communications and education around waste services and waste minimisation will help households and communities to be inspired and supported so they can play their part.
Optimise collection systems	We will work to improve collections so that they maximise diversion and are cost effective to communities.
Resource recovery network	This will make sure we have the facilities to divert more material like construction and demolition waste, food and/or biosolids, and other organic waste.
Beneficial use of biosolids	This is a large waste stream that, if we divert it, will make a big contribution to our regional targets.
Shared governance and service delivery	There is potential to join together to deliver higher levels of service more efficiently.
Resourcing for regional actions	This will make sure we have the means to deliver on what we set out in the plan.
Collaborate and lobby	We can work with other local government organisations, NGOs and other key stakeholders on undertaking research, lobbying and actions on various waste management issues such as (but not limited to) product stewardship, electronic waste, tyres, plastic bags, etc.

9.2 Regional regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional targets
R.R.1: Develop and implement a regional bylaw	Investigate and if feasible develop, implement and oversee monitoring and enforcement of the regional bylaw, or a suite of regionally consistent bylaws.	Pending development of Regional Solid Waste Bylaw	Licensing fees and General Rate	<p>Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm.</p> <p>Objective: To take actions that will improve information on waste and recovered material activities, including both council-contracted and private sector activities</p> <p>Hierarchy level: All levels</p>	Supports initiatives that make direct contribution to targets

Rationale: Each of the territorial authorities within the region currently has its own bylaw and these do not align in many instances. A single regional bylaw will lessen the burden of compliance on waste operators and potentially provide the councils with much-improved waste data. A regional solid waste bylaw is planned but this will require resourcing and application at the local level. Action under this heading will give effect to the regional bylaw in our district.

9.3 Regional data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional targets
R.D.1: Implement Waste Data Framework	Implement National Waste Data Framework and utilise the framework to increase strategic information	2017	General Rate, Waste Levy Funding	<p>Objective: To align data collection and reporting systems where possible across the districts, region and nationally.</p> <p>Hierarchy level: All levels</p>	Supports initiatives that make direct contribution to targets

Rationale: Each of the territorial authorities within the region has agreed to collect and manage data in line with the National Waste Data Framework. Action under this heading will give effect to the National Waste Data Framework in our district.

9.4 Regional engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.E.1: Regional engagement	Deliver enhanced regional engagement, communications, and education	Ongoing	Waste levy targeted rate General rate	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	A fully implemented regional communication programme is estimated to reduce waste to landfill in the order of 4,500 tonnes

Rationale: In addition to reviewing the Regional Waste Education Strategy, councils will continue to support local education initiatives that have a positive impact.

9.5 Regional collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.C.1: Optimise collection systems	Facilitate local councils to determine and where feasible, implement optimised kerbside systems that maximise diversion and are cost-effective to communities	2019	Targeted rate General rate User charges	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	If all TAs introduce fully optimised collection systems including targeting household food waste this would divert approximately 24,000 tonnes per annum from landfill

Rationale: Territorial authorities within the region are committed to implementing an optimised kerbside system that maximises diversion and that is cost-effective for our community.

9.6 Regional infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.IN.1 Resource recovery network	Investigate and if feasible, develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste	2020	General rate Targeted rate User charges Waste levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	A fully implemented resource recovery network would divert an estimated 40,000 tonnes per annum from disposal – primarily garden waste and construction and demolition waste

Rationale: Territorial authorities within the region are committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. This initiative looks to develop our local transfer stations in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use.

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.IN.2 Beneficial use of biosolids	Collaborate on options to use biosolids beneficially	2020	General rate Targeted rate User charges Waste levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recovery	Processing of biosolids for beneficial use would divert approximately 30,000 tonnes from landfill across the region

Rationale: There are currently around 30,000 tonnes of biosolids sent to landfill that could be processed and used in beneficial applications. Biosolids can lead to the generation of odours and leachate at landfills, which must be managed.

9.7 Regional leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.LM.1: Shared governance and service delivery	Promote, investigate and, where appropriate and cost-effective, support the establishment of shared governance and service delivery arrangements, where such arrangements have the potential to enhance the efficiency of waste management and minimisation initiatives within the region.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that have the potential to make a direct contribution to targets

Rationale: As local authorities consider any significant change to service levels they are required to review the cost-effectiveness of current arrangements for meeting the community needs. Section 17A of the Local Government Act 2002 stipulates that such a review must factor in the potential establishment of shared governance, funding and service delivery arrangements.

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.LM.2: Resourcing for regional actions	Fund regional resources for the implementation of the Waste Management and Minimisation Plan, for example, human resources and research, funding the formulation of the next WMMP, or investing in shared infrastructure or initiatives.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets

Rationale: Implementing the plan at the regional level will require resourcing for coordination, commissioning of research, and joint projects. This action is to help ensure that sufficient resourcing is available throughout the lifetime of the plan to enable the actions to be completed on time and for the goals, and objectives to be met.

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and contribution to regional actions and targets
R.LM.3: Collaborate	The councils will work collaboratively with local government organisations, non-government organisations and other key stakeholders to undertake research and actions to advance solutions to waste management issues such as, but not limited to e-waste, plastic bags, and the need for a container deposit system.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets
R.LM.4: Lobby	The councils of the region will work together to lobby for product stewardship for possible priority products such as, but not limited to e-waste, tyres and plastic bags.	Ongoing	Waste levy General rate Targeted rate	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Supports initiatives that make direct contribution to targets

Rationale: Territorial authorities within the region have no direct control over waste produced by businesses and other organisations. We will look to work with local groups and businesses and promote initiatives that assist in enhancing economic development through reducing and recovering waste.

10.0 Local Action Plans

This section sets out the actions that the councils in the region will undertake individually to deliver on the vision, goals and objectives of the regional WMMP, while ensuring that they meet the needs and concerns of their own communities.

10.1 Hutt City Council

The following actions have been identified to ensure Hutt City provides for the needs of its residents and contributes to the delivery of the regional WMMP objectives. Most of the actions are ones that have already been identified in the HCC Sustainability Plan. The Sustainability Plan references (where applicable) are provided in brackets at the end of each action title.

10.1.1 Hutt City regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Implement regional bylaw	Ensure systems and resources are in place for implementing, monitoring and enforcing the Regional Solid Waste Bylaw once it becomes active	Pending development of Regional Solid Waste Bylaw	Licensing fees General rate	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities Hierarchy level: All Levels	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw
R.2: Actively enforce, control and reduce littering and illegal dumping. (WPCC1)	Ensure systems and resources are in place for actively enforce, control and reduce littering and illegal dumping.	Ongoing	Licensing fees General rate	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw

				Hierarchy level: All Levels	
R.3: Waste minimisation plans are required as part of Council building projects - Work Instruction to be approved by Council's Senior Leadership Team. (WPC1)	Council will seek to reduce waste to landfill from building projects by requiring waste minimisation plans for each project which seek to minimise waste to landfill.	Ongoing	Licensing fees General rate	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities Hierarchy level: All Levels	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw

Rationale: Each of the councils in the region currently has its own bylaw and these do not align in many instances. A single regional bylaw will lessen the burden of compliance on waste operators and potentially provide the councils with much-improved waste data. A regional solid waste bylaw is planned but this will require resourcing and application at the local level. Action under this heading will give effect to the regional bylaw in our district.

10.1.2 Hutt City data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
D.1: Implement Waste Data Framework	Collect and manage data in accordance with the National Waste Data Framework	2017	General rate	Objective: To align data collection and reporting systems where possible across the districts, region and nationally. Hierarchy level: All Levels	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information
D.2: Improve public reporting on	Work with City Infrastructure Manager and contractors who manage the landfill and	In place by 2022	Waste levy	Objective: To align data collection and reporting systems where possible across the districts,	Action H: Implement National Waste Data Framework and utilise the Framework to increase

landfill environmental performance, e.g. leachate capture, air quality, methane capture and waste diversion. (WDC1)	methane gas plant to capture the required information. Capture information on waste diversion. The captured information would then be simplified and made available to the public via Council's website.			region and nationally. Hierarchy level: All Levels	strategic information
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Rationale: Better data and reporting will help us better manage what we do so we can formulate appropriate responses. TAs in the region have agreed to collect and manage data in line with the National Waste Data Framework. Action under this heading will give effect to the National Waste Data Framework in our district.

10.1.3 Hutt City engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: Wellington Regional Waste Education Strategy is implemented, and regional cooperation is strengthened. (WPE3)	Ensure systems and resources are in place for implementing, the Regional Waste Education Strategy.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.2: Support schools to access the EnviroSchools programme.	Continue to provide funding for the EnviroSchools programme to local schools that agree to participate	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions	Action D: Deliver enhanced regional engagement, communications, and education

(WPT3)				Hierarchy level: All Levels	
E.3: Improve reporting on where recyclables are sent, how recycled, and improve collection of data on weight and type of recyclables. (WDE2)	Capture information on where recyclables are sent, and how recycled. The captured information would then be simplified and made available to the public via Council's website. The next Council contract to collect and recycle from the kerbside and recycling stations should be amended to include a requirement for improved reporting.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.4: Council monitors and reports on its carbon emissions and encourages businesses and organisations to do likewise. (WEE1)	Information on Council carbon emissions is collected, and reported on via its website and other means. Council investigates and then implements its carbon emissions reduction programme.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.5: Provide incentives and information for people to access compostable disposable nappies	This is now incorporated within the Regional Waste Education Strategy. Council will make resources available each year to achieve this.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions	Action D: Deliver enhanced regional engagement, communications, and education

solution, and Sustainable Parenting workshops. (WPC3)				Hierarchy level: All Levels	
E.6: Support and promote waste minimisation certifications for businesses. (WPT5)	Council will provide officer advice and support, and consider requests for funding support from businesses to achieve waste minimisation certifications.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.7: Deliver a comprehensive waste minimisation programme to include education, information, incentives, and community engagement. (WPT4)	Ensure systems and resources are in place to deliver a comprehensive waste minimisation programme.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.8: Deliver annual business sustainability presentations / workshops and engage with local businesses to	Council will run and help to run sustainability presentations and workshops for businesses, with particular reference to working with the Chamber of Commerce and the Sustainable Business Network.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education

reduce waste production. (WPE1)					
E.9: Encourage and support household composting. (WDE1)	Household composting avoids creation of methane and transport emissions. We will endeavour to encourage and support home composting whenever possible.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.10: Increase kerbside recycling tonnages per capita. (WDC6)	Large quantities of recyclable packaging continue to be taken to landfill, instead of being recycled. If we can reverse this trend we should be able to increase recycling tonnages per capita.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: Recycling	Action D: Deliver enhanced regional engagement, communications, and education
E.11: Undertake community recycling awareness programmes. (WDT5)	Council will promote recycling awareness with the aim of increasing recycling rates across the city.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: Recycling	Action D: Deliver enhanced regional engagement, communications, and education
E.12: Promote and encourage construction and demolition waste	Council will promote and encourage construction and demolition waste reduction, reuse, and recycling wherever possible.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction,	Action D: Deliver enhanced regional engagement, communications, and education

reduction, reuse, and recycling. (WDT6)				Reuse, Recycling	
E.13: Continue World of Waste Bus Tours. (WPT6)	World of waste bus tour give school children and opportunity to visit the landfill, sewage planet, and Earthlink recycling premises. This teaches children about the importance of minimising waste to reduce environmental effects. Council will continue to support and promote this useful waste education activity.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.14: Support and promote reusable nappy programme. (WPT2)	Nappies have a huge impact on the amount of waste going to landfill and use large amounts of plastic. By encouraging the use of reusable nappies Council endeavours to reduce the negative environmental impact of disposable nappies.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: Reduction, Reuse	Action D: Deliver enhanced regional engagement, communications, and education
E.15: Support and deliver food waste prevention programmes focused on minimising food waste.	Food waste can be usefully turned into compost for growing food, and means that communities can become more resilient, and reduce waste to landfill. Council will therefore support food waste prevention programmes.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: Reduction,	Action D: Deliver enhanced regional engagement, communications, and education

(WPT1)				Recovery	
E.16: Support marae and iwi groups to minimise waste	Support iwi and marae to promote and undertake waste minimisation by the provision of information, services and events. For example (but not limited to), support for the Para Kore programme	From 2017 onwards	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels.	<i>Actions B & D</i> Targets 1 & 2

Rationale: In addition to work undertaken as part of the Regional Waste Education Strategy, the council will continue to support local education initiatives that have a positive waste minimisation impact.

10.1.4 Hutt City collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Investigate options and costs of a two-stream recycling collection (HCCC1)	Investigate options and costs of introducing a two-stream recycling service and potentially include these as the preferred level of service when re-tendering collection services.	2019	Targeted Rate	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities Additional 1,000 tonnes per annum of recyclables
C.2: Investigate use of wheelie bins for kerbside recycling. (WDE4)	Ensure resources are in place to investigate this problem, and to identify cost effective and best practice solutions.	2019	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.3: Investigate methods to prevent recycling from being put in Council rubbish bags. (WDC5)	Ensure resources are in place to investigate this problem, identify solutions, and put solutions into place to prevent this.	Ongoing	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.4: Provide city-wide weekly refuse and recycling collection	Council will continue to provide a weekly refuse and recycling collection service plus recycling stations, funded by a targeted rate.	Ongoing	Waste Levy Targeted Rate	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities

service plus recycling stations. (WDT3)	Council will remain in the refuse bag market for the foreseeable future, and will undertake periodic reviews of the service to see if it can be improved.			Hierarchy level: Recycling	
C.5: Investigate methods and implement procedures to prevent e-waste from going to landfill. (WPCT4)	Ensure resources are in place to investigate this problem, identify solutions, and put solutions into place to prevent this.	2022	Waste Levy	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reuse, Recycling, Treatment	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.6: Continue to offer and promote free e-waste collection service for Hutt City residents. (WPCT3)	Continue contract with a provider to collect and recycle e waste for free for Lower Hutt residents.	Ongoing	Waste Levy Targeted Rate	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reuse, Recycling, Treatment	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.7: Maintain annual or biennial Hazmobile collection day. (WPCT1)	Maintain Hazmobile to ensure that the environment is protected from hazardous materials.	Ongoing	Waste Levy Targeted Rate	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reuse, Recycling, Treatment	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.8: Review	Review Hazmobile to ensure	2022	Waste	Objective: To reduce the total	Action A: Determine and commit

effectiveness, scope and location of Hazmobile (hazardous waste) collection day. (WPCT2)	that costs are minimised, and cease collection of items that can be safely disposed of elsewhere at reasonable cost.		Levy Targeted Rate	quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reuse, Recycling, Treatment	to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.9: Council provides a comprehensive network of litter bins across the city, and also provides street cleaning and park and reserves maintenance services. These services are supported by a litter waste bylaw and Council enforcement.	Ensure systems and resources are in place to ensure that parks and public places are kept free from litter and that litter bins are made available to dispose of litter.	Ongoing	Targeted Rate	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making Objective: To consider the public health impacts of all waste management options and seek to choose options which effectively protect human health Hierarchy level: Disposal	No direct regional actions

Rationale: Council is committed to implementing an optimised kerbside system that maximises diversion and that is cost-effective for our community. The above actions will see us progress towards that optimised system, by considering how our services can be improved on an ongoing basis.

10.1.5 Hutt City infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Improve signage and layout for recycling bays at landfill. (WDC2)	Design and erect new signage at landfill which better indicates where to put recyclables.	2019	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.2: Investigate and, where feasible, implement measures to prevent recyclables from being put into the landfill. (WDC3)	Ensure resources are in place to investigate this problem, identify solutions, and put solutions into place to prevent this.	Ongoing	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.3: Investigate the establishment of a free to use recycling waste facility and shop before the landfill gates, implement if	Investigate options, develop a business case, and implement if found to be economically viable.	2022	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste

found to be economically viable. (WDE3)					
IN.4: Review effectiveness, number, and positions of community recycling stations. Implement agreed changes (if any). (WDT1)	A review will be undertaken of fitness for purpose, optimum locations, types of recyclables accepted, branding and signage, usage, any nuisance issues, and any other relevant issues. Changes will be implemented based upon findings from the review.	2022	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.5: Manage community recycling stations to reduce illegal dumping. (WDT7)	Undertake a programme to work with the contractors managing community recycling stations to investigate and implement measures to reduce illegal dumping.	Ongoing	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.6: Maintain public place recycling bins service and increase or relocate bins where appropriate. (WDT2)	Council will continue to provide public place recycling bins and seek to increase recycling collected from them, and improve the existing service where feasible and cost effective.	Ongoing	Waste Levy General Rates	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.7: Maintain or improve	Council will ensure that methane is effectively	Ongoing	General Rates	Objective: Consider the environmental impact of all options	No directly related regional actions

methane capture rate at Silverstream Landfill (based on available resource). (WEC1)	captured from landfill as efficiently as possible.		User Charges	and ensure that the overall environmental impact is taken into account in decision making Hierarchy level: Disposal	
IN.8: Silverstream Landfill - Council will continuously look at ways to improve the service levels and operations at its landfill (s) where efficient in an effort to reduce harm.	Operations at the landfill will continuously look at ways to improve the service levels and operations.	Ongoing	General Rates User Charges	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making Hierarchy level: Disposal	No directly related regional actions
IN.9: Aftercare of Closed Landfills	Council will continue to monitor and manage closed landfill to ensure relevant environmental and safety standards are met.	Ongoing	General Rates User Charges	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making Hierarchy level: Disposal	No directly related regional actions
IN.10: Recycling and Hazardous waste facilities at the landfill transfer	Council currently has a recycling centre at Silverstream landfill and a collection point for waste oil, batteries, LPG bottles and paint. Council will look to improve its hazardous waste	2022	Waste Levy General Rates User	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Objective: Consider the environmental impact of all options	No directly related regional actions

station.	and recycling facilities and processes at the landfill wherever possible.		Charges	and ensure that the overall environmental impact is taken into account in decision making Hierarchy level: Recycling, Treatment	
IN.11: Increase waste diversion at landfill and increase collection and diversion of reusable and recyclable items. (WDE5)	The current system in place to divert of waste at the landfill works well, but could be improved if cars were stopped and asked if they would consider recycling waste. Council will look to put such a system in place to increase the quantity and quality of waste diversion.	2022	Waste Levy User Charges	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. account in decision making Hierarchy level: Reuse, Recycling, Recovery	Action B. Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste

Rationale: Council is committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. These initiatives look to develop our local transfer stations and landfill in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use, while ensuring we protect the environment.

10.1.6 Hutt City leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Regional Waste Minimisation Plan is efficiently implemented, and deliverables strengthened. (WPE2)	Ensure efficient governance systems and adequate resources are in place for implementing, the Regional Waste Minimisation Plan.	Ongoing	Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well territorial and regional councils, including shared services Hierarchy level: All Levels	Action F: Fund regional resources for the implementation of the Waste Management and Minimisation Plan, for example, human resources and research
LM.2: Maintain and renew contract with Earthlink to assist with waste diversion at landfill and around Lower Hutt. (WDC4)	The waste diversion contract with Earthlink at landfill has the lowest dollar to kg of waste diverted ratio of all the projects we undertake on waste minimisation. It is therefore vital for this to be maintained and strengthened going forward.	Ongoing	User Charges Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well territorial and regional councils, including shared services Objective: To work with service providers to identify efficiencies while maintaining or improving service levels Hierarchy level: Reuse, Recycling, Recovery	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
LM.3: Develop and implement event recycling Policy/Work Instruction.	Council will implement an event recycling work instruction aimed at recycling all recyclable waste from Council events.	2019	Waste Levy	Objective: To use Council influence to advocate for increased or mandatory producer responsibility Hierarchy level: Reduction, Reuse,	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship

(WDT4)				Recycling, Recovery	
LM.4: Reduce amount of waste going to landfill through increased landfill diversion, and working with businesses to encourage recycling and use of recyclable materials. (WET1)	Council will pay for free waste audits for local businesses and work with local businesses to assist them to recycle and divert waste.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction, Reuse, Recycling, Recovery	Action D: Deliver enhanced regional engagement, communications, and education
LM.5: Consider the use of recovered materials in Council building contracts. (WPC6)	Use of recovered materials can reduce lifecycle carbon emissions and reduce waste to landfill. Council will consider the use of recovered materials and use these where they comply with relevant safety standards, and are close to cost competitive with new materials.	2022	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction, Reuse, Recycling, Recovery	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.6: Council purchases sustainable non- toxic, recycled and/or recyclable products when	Virgin materials often have higher carbon emission footprints than recycled or recyclable materials. Non-toxic materials have a lower impact on the environment. Council will endeavour to use such materials where economically viable.	2022	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction, Reuse, Recycling, Recovery	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship

economically viable (WPC2)					
LM.7: Decrease waste to landfill as a percentage of regional GDP. (WPC5)	Council will endeavour to reduce waste to landfill relative to GDP, in order to lower the costs and environmental impacts of building new landfills, and as a means to reduce its carbon emissions.	2022	Waste Levy	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making Hierarchy level: All Levels	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information
LM.8: Strengthen and support Bike Tech initiatives. (WPT7)	Bike Tech diverts old bikes from landfill and teaches youth how to repair bicycles.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction, Reuse, Recycling, Recovery	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.9: Maintain external contract to offer free waste audits and solutions for local businesses (WPE4)	Businesses produce a lot of waste that can be potentially diverted from landfill. Free waste audits encourage and incentivise businesses to reduce waste and divert more waste. Council will therefore continue to offer free waste audits for local businesses.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: Reduction, Reuse, Recycling, Recovery	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.10: Council works with local businesses to identify, reduce, and phase out contaminating	Council will encourage and promote the usage of low or non-contaminating materials such as zinc roofing, and high fat food waste.	2022	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship

materials. (WPCE2)					
LM.11 Resourcing waste management & minimisation initiatives	Council will continue to provide sufficient resource to achieve actions within the plan, which are agreed to by Council.	Ongoing	Waste Levy General and Targeted Rates User Charges	Objective: To consider both short and long term cost impacts of all actions across the community including economic costs and benefits	Action F: Fund regional resources for the implementation of the Waste Management and Minimisation Plan, for example, human resources and research
LM.12: Effluent Waste	Council operates one waste water treatment plant for the purpose of treating waste water. Council will work with Hutt Valley Water Services Ltd to look for beneficial re-use options.. This service is supported by Council's assessment of Water and Sanitary Services and a Trade Waste Bylaw which Council enforces. Council will investigate methods to avoid taking sewage effluent waste to landfill, and find alternative methods to dispose of such waste which don't pollute the environment and where the methods used are cost effective.	2022	Waste Levy	Objective: To investigate the use of available recovery and treatment technologies and service methodologies and apply these where appropriate Hierarchy level: Recovery	Action C: Collaborate on options to use biosolids beneficially
LM.13: Internal Waste Minimisations	Council will continuously look for opportunities to reduce waste coming from its facilities. All successful opportunities will be used to promote to other local organisations and encourage them to use learning's to minimise their own waste.	2022	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship

Rationale: Council will seek to lead the way on waste minimisation by providing an example in its own operations and working with businesses and local organisations to promote waste minimisation. Commercial waste makes up an estimated 35% of the waste produced in our district. Council has no direct control over waste produced by businesses and other organisations. We will look to work with local groups and businesses and promote initiatives that assist in enhancing economic development through reducing and recovering waste.

10.2 Kāpiti Coast District Council

10.2.1 Kāpiti Coast regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Licensing under the current Solid Waste Bylaw	Issue and review licenses for waste collectors and operators in the district, gather and manage data supplied by licensees, monitor performance/compliance.	Ongoing	Licensing fees, General Rate, Waste Levy	Objectives 4, 12&13 Hierarchy level: Recycling, Recovery, Disposal	Action G & H: The Solid Waste Bylaw may be superseded by a Regional Bylaw, in which case the current licensing system may need to be adapted.
R.2: Review and adapt licensing system to comply with Regional Solid Waste Bylaw	Implement and oversee monitoring and enforcement of Regional Solid Waste Bylaw once it becomes active.	Pending development of Regional Solid Waste Bylaw	Licensing fees, General Rate, Waste Levy	Objectives 4 Pending development of Regional Solid Waste Bylaw Hierarchy level: Recycling, Recovery, Disposal	Action G: Pending development of Regional Solid Waste Bylaw

Rationale: Kāpiti Coast District Council currently has a licensing system for waste collectors and operators in place, the purpose of which is to collect data on waste and recovered material volumes and movements, and have a mechanism to ensure private sector operators provide a specified level of service. Each of the Councils in the region currently has its own bylaw and these do not align in many instances. A single regional bylaw will lessen the burden of compliance on waste operators and potentially provide the council's with much-improved waste data. A regional solid waste bylaw is planned but this will require resourcing and application at the local level. Action under this heading will give effect to the regional bylaw in our district.

10.2.2 Kāpiti Coast data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets	Reference and title
D.1: Collect and manage data in accordance with the	This includes working with licensed waste collectors and operators to improve the quality and comprehensiveness of data	Existing	Ongoing	General Rate, Waste Levy, Licence	Objective 4: To align data collection and reporting systems where possible across the districts, region and nationally.	Action H

National Waste Data Framework	reported to Council, as well as conducting SWAP surveys and other measures to improve data availability and management.			fees	Hierarchy level: All Levels	
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Rationale: TAs in the region have agreed to collect and manage data in line with the National Waste Data Framework. Kāpiti Coast District Council has already been collecting data in accordance with the framework through reporting requirements for licensed collectors and operators, as well as regular SWAP surveys. Action under this heading will ensure we continue to align our data collection and management with the National Waste Data Framework.

10.2.3 Kāpiti Coast engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: Provide educational support to educational institutions on waste minimisation	This includes delivery of the Zero Waste Education Programme, support and funding for programmes like Enviroschools and Paper4Trees, provision of educational resources (for example litterless lunches brochure), and other educational support and resources.	Ongoing	Waste Levy, General Rates	Objective 7: To support learning of waste minimisation principles and practices at schools, ECEs, and other educational institutions. Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education Targets 1 & 2 Up to 5 tonnes by 2026
E.2: Assist educational institutions with waste minimisation projects	Provide advice and assistance with waste minimisation infrastructure and projects such as conducting waste audits, setting up recycling systems, composting or worm farms, and further projects.	Ongoing	Waste Levy General rate	Objective 7: To support educational institutions with implementing hands-on waste reduction measures. Hierarchy level: All Levels	Actions D & I Targets 1 & 2 Up to 5 tonnes by 2026
E.3: Support residents to minimise waste	Support residents to undertake waste minimisation through the provision of information and education via	Ongoing	Waste Levy	Objective 7: To encourage residents to reduce, reuse, recycle and increase awareness of options and services available	Action D: Deliver enhanced regional engagement, communications, and education

through education and information	the Council website, social media, newspapers, brochures and posters, talks, stalls at local events, workshops, and via other channels as appropriate.			in the districts. Hierarchy level: All Levels	Targets 1 & 2 Up to 50 tonnes by 2026
E.4: Support community projects and events	Support community lead projects and events that promote and undertake waste minimisation, such as the Greener Neighbourhoods programme, community workshops, waste minimisation at events, clean-up events and others, through promotion, partnerships and funding	Ongoing	Waste Levy, General Rates	Objective 7: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels.	Actions B & D Targets 1 & 2 Up to 50 tonnes by 2026
E.5: Targeted educational campaigns and projects	This includes the support and implementation of targeted educational projects and campaigns with links to regional and national projects and campaigns, such as Love Food Hate Waste, Green Parenting Workshops, Seaweed, Plastic Free July and others, or targeting specific materials such as e-waste, chemicals, batteries, food waste etc.	Ongoing	Waste Levy General rates Targeted rates	Objective 7 & 1: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels.	Actions B & D Targets 1 & 2 The regional potential diversion for Waste Free Parenting is 315 tonnes Kāpiti's share of that is 32 tonnes Love Food Hate Waste regional target is 2,400 tonnes by 2018, Kāpiti's share of that is 240 tonnes Up to 50 tonnes from other targeted campaigns by 2026
E.6: Optimise regional communications	Work collaboratively with the WMMP partner councils on waste related	Ongoing	Waste Levy General	Objective 7	Action D

	communications.		rates		
E.7: Work with local businesses to achieve waste minimisation	Work with local businesses and organisations to achieve waste minimisation.	From 2017 onwards	Waste Levy General rates Targeted rates	Objectives 8 & 9: Encourage, educate and support the business community to minimise waste.	Actions B & D Up to 20 tonnes by 2026
E.8: Support marae and iwi groups to minimise waste	Support iwi and marae to promote and undertake waste minimisation by the provision of information, services and events. For example (but not limited to), support for the Para Kore programme	From 2017 onwards	Waste Levy General rates Targeted rates	Objective 7: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels.	Actions B & D Targets 1 & 2 Para Kore target for the region is 30 tonnes from 20 Marae. Kāpiti's target is 3 tonnes from two Marae

Rationale: In addition to work undertaken as part of the Regional Waste Education Strategy, Council will continue to support local education initiatives that have a positive impact.

10.2.4 Kāpiti Coast collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Review kerbside collections and investigate improvement options	Review the effectiveness of the kerbside collection systems in terms of diversion targets, cost, customer satisfaction and street amenity, and investigate improvement options. This may include changes to the bylaw, licensing conditions and delivery methods, involve exploring the benefits of shared services, and potentially result in extending access to recycling collections	Ongoing	Waste levy Targeted Rate, General Rate	Objective 2: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A Target 2 Up to 470 tonnes of recycling by 2026 Up to 1,920 tonnes of food waste by 2026

	beyond current collection areas.				
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Rationale: Council is committed to implementing an optimised kerbside system that maximises diversion and that is cost-effective for our community.

10.2.5 Kāpiti Coast infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Enhance waste diversion from transfer stations	Work with operators of transfer stations to increase recovery and diversion of divertible and/or hazardous materials. Establish new, and review existing contracts/lease agreements to increase diversion. This may also include upgrades of physical infrastructure or funding support to enable recovery of specific materials.	Ongoing	Waste levy Targeted Rate, General Rates User charges	Objective 2 & 10: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: All Levels	Actions B & I Up to 150 tonnes by 2026
IN.2: Greenwaste Recovery and recycling	Recover and recycle greenwaste recovered from transfer stations in the district. Recycling by composting or similar.	Ongoing	User charges, General rates Waste levy	Objective 2: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.	Actions B & I Up to 100 tonnes by 2026
IN. 3: Explore establishment of additional diversion facilities	This may include supporting the establishment of facilities to divert and recover waste streams such as C&D waste or other waste streams for which facilities are currently not available in the district.	TBA	User charges, General rates Waste levy	Objectives 2, 3 and potentially 6	Action B Targets 1 & 3 Up to 1,000 tonnes by 2026
IN.4: Provide clean Public Places	This includes the provision of public litterbins, regular street cleaning, and the removal of illegally dumped waste from	Ongoing	General Rates Targeted rates	Objective 12&13: To provide safe, clean and hygienic public places. Objective 2: To increase diversion	Action G

	public land. Investigate public place recycling infrastructure.		Waste Levy	of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling, Disposal	
IN.5: Effluent Waste	Council will explore options to reduce the volume of waste to landfill and to lessen the hazardous components of waste from its waste water treatment plants.	Ongoing	General Rates, Targeted rates Waste Levy	Objective 2: To increase diversion of waste that is currently disposed of to landfill for reuse. Hierarchy level: Reuse	Action C Up to 1,467 tonnes by 2026
IN.6: Aftercare of Closed Landfills	Council will monitor and manage closed landfill to ensure relevant environmental and safety standards are met.	Ongoing	General Rates	Objectives 12&13: To ensure landfill comply with environmental standards Hierarchy level: Disposal	

Rationale: Council is committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. This initiative looks to develop our local transfer stations in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use.

10.2.6 Kāpiti Coast leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Contestable Waste Reduction Grants	Waste levy funds are made available annually as grants for waste minimisation projects, as detailed in the relevant Council Policy. Funding is through contestable processes such as for Community Projects and Business & Innovation	Ongoing	Waste Levy	Objectives 3, 7 & 9: To facilitate community action in waste minimisation projects, and enable economic development through innovative projects that reduce waste to landfill. Reduction, reuse, recycling, recovery	D and I
LM.2: Waste Minimisation Staff	Employ staff to implement the goals and actions of the RWMMP at the local and regional level.	Ongoing	Waste Levy, General Rate	Objective: Provide human resources to implement the actions of the RWMMP. Hierarchy level: All Levels	Actions A, B, C, D E, F, G, H, & I
LM.3: Internal Waste Minimisation	Continue to seek opportunities to reduce waste generated at Council facilities. Use learning's to encourage other organisations to minimise their waste.	Ongoing	Waste Levy, General Rate	Objective: To lead by example and practice what we preach. To be able to give advice based on hands-on experience. Hierarchy level: All Levels.	Action I
LM.4: Embed waste minimisation into Council activities	Explore opportunities to embed waste minimisation principles into relevant council activities. This could include procurement, regulatory processes, infrastructure projects and other activity areas.	Ongoing	Waste Levy, General Rate	Objective: To lead by example and practice what we preach. To be able to give advice based on hands-on experience. Hierarchy level: All Levels.	Action I
LM.5: Explore benefits of shared services	E.g. organics collection, expansion of kai to compost, etc.	Ongoing	Waste Levy, General	Objectives 2&6	Action A, B

			Rate		
LM.6: Explore & actively encourage additional waste diversion initiatives	This may include the support of community or business led resource recovery operations and initiatives that increase diversion and create additional benefits such as employment and economic development.	Ongoing	Waste Levy, General Rate, User Charges	Objectives 1, 2, 3, 6	Action B, I

Rationale: Council is committed to showing leadership by continually improving its own practices to achieve waste minimisation, ensuring sufficient human and financial resources are available to implement the regional and local actions as set out in this plan, and enabling other organisation, businesses and the broader community to become leaders in waste minimisation, e.g. through the provision of grants and other support mechanisms.

10.3 Porirua City Council

10.3.1 Porirua City regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Implement regionally consistent bylaw	Ensure systems and resources are in place for updating our Solid Waste Bylaw in line with the model Regional Solid Waste Bylaw and implementing, monitoring and enforcing its provisions once it becomes active	Pending development of Regional Solid Waste Bylaw	Fees and rates. Waste levy where applicable	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities Hierarchy level: All Levels	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw

Rationale: We will use bylaws to help ensure that households, businesses and operators make use of waste and recycling systems correctly, don't cause nuisance, and operate in a way that is consistent with the WMMP. This may include for example, but not be limited to, licensing of operators and facilities, specification of approved containers, and the setting of times and places for different types of collections.

10.3.2 Porirua City data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
D.1: Implement Waste Data Framework	Collect and manage data, ideally in accordance with the National Waste Data Framework. This could include working with licensed waste collectors and operators to improve the quality and	Ongoing	Fees and rates. Waste levy where applicable	Objective: Improve and align data collection and reporting systems where possible across the districts, region and nationally. Hierarchy level: All Levels	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information

	comprehensiveness of data reported to Council, as well as conducting SWAP surveys and other measures to improve data availability and management.				
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Rationale: Although a significant amount of waste data is currently collected regionally, it is not always consistent or comparable between councils in the region.

10.3.3 Porirua City engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: Enviroschools programme	Continue to provide funding for the Enviroschools programme to engage with local schools	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.2: Resource Recovery Education Programme	Explore the scope of future options for an education programme at Trash Palace or elsewhere and implement a programme which meets the needs of the community and Council	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Objective: to provide an educational and inspirational opportunity for schools and the wider community that will translate into positive waste	Action D: Deliver enhanced regional engagement, communications, and education

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
				minimisation behaviour (PCC) Hierarchy level: All Levels	
E.3: School organic waste programme	Continue to provide support to schools and early learning centres to address organic waste, for example, through the provision of programmes such as the Compost Classroom Programme	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Objective: to engage the schools on the issue of organic waste and provide information, education and resources to support action (PCC) Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.4: Supporting educational institutions to promote and undertake waste minimisation	Provide advice and assistance with waste minimisation infrastructure and projects for schools, tertiary institutes and early learning centres such as conducting waste audits, setting up recycling systems, composting or worm farming and other projects	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.5: Supporting residents to	Support residents to promote and undertake waste minimisation by the provision of information, services and	Ongoing	Fees and rates. Waste levy where	Objective: To engage the community and provide information, education and	Action D: Deliver enhanced regional engagement, communications, and

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
promote and undertake waste minimisation	events e.g. Waste Free Parenting workshops, events at the public libraries and other community venues, brochures, advertising and other channels as appropriate		applicable	resources to support actions Hierarchy level: All Levels	education
E.6: Supporting community-based and other organisations and groups to promote and undertake waste minimisation	Support organisations and groups to promote and undertake waste minimisation, e.g., working with local marae and the Para Kore programme, supporting not-for-profit resource recovery operations and groups,	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.7: Waste minimisation grants	Scope waste minimisation grants as a means of supporting waste minimisation activities.	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: Re-use	Action D: Deliver enhanced regional engagement, communications, and education
E.8: Promoting and supporting waste minimisation at events and	Promoting and supporting waste minimisation at events and festivals e.g. Festival of the Elements, Creekfest, Grand Traverse, school galas, community events and council-	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions	Action D: Deliver enhanced regional engagement, communications, and education

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
festivals	led events			Hierarchy level: All levels	
E.9: Love Food Hate Waste NZ Campaign	Continue to support the Love Food Hate Waste campaign	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Objective: to engage the community to promote positive behaviour change (PCC) Hierarchy level: Reduction	Action D: Deliver enhanced regional engagement, communications, and education
E.10: Targeted educational campaigns and projects	This includes the support, delivery and implementation of targeted educational projects and campaigns, potentially with links to regional and national projects and campaigns, such as, Sustainable Parenting Workshops, Biketec programme, Seaweed, Plastic Free July, Recycling Week and others. Target specific materials such as e-waste, chemicals, batteries, metals and other products	Ongoing	Fees and rates. Waste levy where applicable		Action D: Deliver enhanced regional engagement, communications, and education
E.11: Support the reduction and	Support the reduction and diversion of organic waste	Ongoing	Fees and rates. Waste levy where	Objective: To engage the community and provide information, education and	Action D: Deliver enhanced regional engagement, communications, and

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
diversion of organic waste			applicable	resources to support actions Hierarchy level: All Levels	education
E.12: Work with local business to achieve waste minimisation	Provide waste minimisation information to businesses and support them to implement waste minimisation measures	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.13	Support waste and recycling services and facilities with appropriate information to encourage participation and correct use.	Ongoing	Rates and waste levy	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications, and education
E.14: Optimise regional communications	Work collaboratively with the WMMP partner councils on waste related communications. For example (but not limited to) creation of a regional recycling directory	Ongoing	Rates and Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All Levels	Action RE1 Deliver enhanced regional engagement, communications, and education

Rationale: In addition to work undertaken as part of the Regional Waste Education Strategy, Council will continue to support local education initiatives that have a positive impact.

10.3.4 Porirua City collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Implement improvements to recycling collection	Investigate and implement improvements to the recycling service that increase the effectiveness and efficiency of the service, improve accessibility for users and reduce litter	Ongoing	Fees and rates. Waste levy where applicable	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.2: Implement improvements to rubbish collection	Investigate and, where feasible, implement improvements to rubbish collection services that increase the effectiveness and efficiency of the service, improve accessibility for users and reduce litter	Ongoing	Fees and rates. Waste levy where applicable	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reduction, Residual disposal	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.3: Support the reduction and diversion of organic waste	Support the sustainable reduction and diversion of organic waste by supporting collection initiatives		Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All levels	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities
C.4: Work with local business to achieve waste	Assist businesses and support them to implement sustainable waste minimisation measures		Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
minimisation				Hierarchy level: All levels	
C.5: Public place recycling	Support sustainable diversion of waste by supporting collection, or other, initiatives in public places		Fees and rates. Waste levy where applicable	Objective: To increase diversion of waste that is currently disposed of to landfill for Hierarchy level: Reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities

Rationale: PCC offers households a user pays bag service for rubbish and a rates funded crate based recycling service. The planned actions will look to improve the performance of the collection services we provide so as to divert more material from landfill while controlling costs to households.

10.3.5 Porirua City infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Develop Local Resource Recovery Centres	Investigate and, where feasible design and implement new, or upgraded, facilities to enable more effective diversion from landfill, for example: <ul style="list-style-type: none"> • Drop-off of reusable/recyclable items • Repair workshop for reusable items • Retail store for reusable / recycled / upcycled items • Drop-off and dismantling area for bulky recyclable 		Fees and rates. Waste levy where applicable	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Hierarchy level: Reuse, Recycling, Recovery	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
	materials <ul style="list-style-type: none"> Drop-off area and sales yard for construction and demolition materials 				
IN.2: Support the reduction and diversion of organic waste	Support the sustainable reduction and diversion of organic waste at landfills and transfer stations, and the sustainable beneficial reuse of recovered organic materials	Ongoing	Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All levels	Actions B and C:
IN.3: Work with local business to achieve waste minimisation	Assist businesses and support them to implement sustainable waste minimisation measures		Fees and rates. Waste levy where applicable	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All Levels	Actions B and E:
IN.4: Landfill gas beneficial use	Investigate and implement landfill gas beneficial use where this is environmentally and financially sustainable		Fees and rates. Waste levy where applicable	Hierarchy level: Recovery	Actions B and C:
IN.5: Biosolids	Collaborate with Wellington Water and other stakeholders to investigate options that would divert biosolids from	2020	Fees and rates. Waste levy where	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.	Supports Regional Action RIN2

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
	Landfill.		applicable	2 Hierarchy level: Hierarchy level: Reuse, Recycling, resource recovery	

Rationale: PCC owns its own landfill and transfer station and operates Trash Palace for the recovery of reusable materials. The planned actions look to continue to develop and enhance our waste management assets to support positive environmental and community outcomes.

10.3.6 Porirua City leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Internal waste minimisation	Continually look for opportunities to minimise waste from Council facilities, and implement appropriate actions where feasible. Use learnings from internal waste minimisation successes to encourage other local organisations to minimise their waste.	Ongoing	Fees and rates. Waste levy where applicable	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Objective: To lead by example and practice what we preach. To be able to give advice based on hands-on experience Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.2: Professional development and subscriptions	To ensure Council can provide leadership, it will have appropriate memberships (e.g. WasteMinz and Wellington Waste Forum) and undertake relevant professional development and networking opportunities (e.g. Wasteminz conference).		Fees and rates. Waste levy where applicable	Objective: To work with and support local and national waste organisations to actively promote waste reduction. Objective: To develop staff so they can effectively work to manage and minimise waste. Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.3: Collaborate	Work with local businesses and other groups to	Ongoing	Fees and rates.	Objective: To work with local businesses and organisations to	Action E: Collaborate on and lobby for waste minimisation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
with private sector and community.	investigate opportunities to enhance economic development through waste minimisation		Waste levy where applicable	actively promote waste reduction at a local level Hierarchy level: All Levels	policies and strategies, for example product stewardship
LM.4: Waste Minimisation Staff	Employ staff to implement the goals and actions of the WMMP at the local and regional level	Ongoing	Fees and rates. Waste levy where applicable	Objective: Provide human resources to implement the actions of the WMMP. Hierarchy level: All Levels	Action F: Fund regional resources
LM5: Shared Services	As appropriate, investigate shared service options for potential regional, sub regional and super regional scaled waste management and minimisation initiatives.	Ongoing	Fees and rates. Waste levy where applicable	Objective: To consider both short and long term impacts of all options across the community including economic costs and benefits Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making	Supports initiatives that make direct contribution to targets
LM6: Advocacy and lobbying	Continue to advocate and lobby for progressive waste management and minimisation policy (government and other relevant stakeholders) and action (all stakeholders).	Ongoing	Fees and rates. Waste levy where applicable		Actions RLM2 and RLM3: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
IN.2: Landfill	Investigate and implement		Fees and	Objective: Sustainable landfill	Action E: Collaborate on and

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
pricing	landfill pricing strategies that promote waste minimisation and environmentally, socially and financially sustainable landfill operations		rates. Waste levy where applicable	operations	lobby for waste minimisation policies and strategies, for example product stewardship

Rationale: Council will provide leadership in this area by carrying out internal waste minimisation and ensuring staff are well-informed and well-connected. Council will use its position in the community and its resources to promote efficient and effective waste management and minimisation.

10.4 Upper Hutt City Council

Upper Hutt City Council will work toward the regional targets by supporting and implementing the local actions set out below. Upper Hutt City Council will seek to improve its contribution to the regional targets year upon year. Some actions rely on investigations to take place to determine whether or not they are feasible and cost-effective for the Upper Hutt community.

10.4.1 Upper Hutt City regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Investigate and if appropriate implement a regionally consistent bylaw	If appropriate, ensure systems and resources are in place for updating or replacing our Solid Waste Bylaw and implementing, monitoring and enforcing its provisions.	Pending development of Regional Solid Waste Bylaw	Waste Levy Licensing fees , General rate (if required)	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities Hierarchy level: All levels	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw.

Rationale: We will use bylaws to help ensure that households, businesses and operators make use of waste and recycling systems correctly, don't cause nuisance, and operate in a way that is consistent with the WMMP. This may include for example, but not be limited to, licensing of operators and facilities, specification of approved containers, and the setting of times and places for different types of collections.

10.4.2 Upper Hutt City data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
D.1: Implement Waste Data Framework	Collect and manage data in accordance with the National Waste Data Framework. This includes working with waste collectors and operators to improve the quality and comprehensiveness of data reported to Council, as well as conducting SWAP surveys and other measures to improve	2017	Waste Levy	Objective: To align data collection and reporting systems where possible across the districts, region and nationally. Hierarchy level: All levels	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information.

	data availability and management.				
D.2: Waste audit specific to industry	Assist local businesses in reducing their waste to landfill through subsidising waste audits.	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level. Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications and education.

Rationale: TAs in the region have agreed to collect and manage data in line with the National Waste Data Framework. Action under this heading will give effect to the National Waste Data Framework in our district.

10.4.3 Upper Hutt City engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: EnviroSchools programme is supported	Encourage local schools to take part in the EnviroSchools programme and continue to provide funding to the schools that agree to take part.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications, and education
E.2: Kerb side recycling and education marketing campaign	Develop and implement a marketing and education campaign to increase the number of households using kerbside recycling	Ongoing	Waste Levy	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm Hierarchy level: Reduction	Action D: Deliver enhanced regional engagement, communications, and education
E.3: Zero Waste and Community Gardens Fund	Provide support to schools, early learning centres and community gardens to reduce waste,	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and	Action D: Deliver enhanced regional engagement, communications, and

	for example, through the provision of compost bins.			resources to support actions Objective: to engage the schools on the issue of waste and provide information, education and resources to support action Hierarchy level: All levels	education
E.4: Supporting community-based and other organisations and groups to promote and undertake waste minimisation	Support organisations and groups to promote and undertake waste minimisation, for example Love Food Hate Waste, Green Parenting workshops, Marae, Charity groups, Schools and Sports organisations.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications, and education
E.5: Promoting and supporting waste minimisation at events and festivals	Promoting and supporting waste minimisation at events and festivals e.g. March Madness, school galas, community events and council-led events	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications, and education
E.6: Support waste and recycling services and facilities	Support waste and recycling services and facilities through the provision of appropriate information to encourage participation and correct use.	Ongoing	Waste Levy	Objective: To engage the community and provide information, education and resources to support actions Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications, and education
E.7: Optimise regional	Work collaboratively with the WMMP partner	Ongoing	Waste Levy	Objective: To engage the community and provide	Action D Deliver enhanced regional engagement,

communications	councils on waste related communications. For example (but not limited to), creation of a regional recycling directory			information, education and resources to support community actions Hierarchy level: All levels	communications, and education
E.8: Support marae and iwi groups to minimise waste	Support iwi and marae to promote and undertake waste minimisation by the provision of information, services and events. For example (but not limited to), support the Para Kore programme.	From 2017 onwards	Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All levels	Action D: Deliver enhanced regional engagement, communications, and education.

Rationale: In addition to work undertaken as part of the Regional Waste Education Strategy, Council will continue to support local education initiatives that have a positive impact.

10.4.4 Upper Hutt City collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Support private sector operators	Support private sector waste minimisation operators (e.g. nappy recycling and green waste collection)	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
C.2: Undertake a waste assessment	Complete a city-wide waste assessment to assess rates of recycling and diversion of waste from landfill. Use this information to investigate options for improvement.	2021	Waste levy General Rate	Objective 2: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities

Rationale: Council is committed to implementing an optimised kerbside system that maximises diversion and that is cost-effective for our community.

10.4.5 Upper Hutt City infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Investigate developing a drop-off recovery centre at Silverstream Landfill, with Hutt City Council.	In conjunction with Hutt City Council, investigate whether an opportunity exists to develop a resource recovery centre at the Silverstream Landfill that contributes to the region-wide resource recovery network.	Considered as part of the region-wide resource recovery network investigation	General Rate Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, Recycling	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.2: Maintenance of the recycling drop-off station	Support and maintain the recycling drop-off point that was funded as part of the 2016-17 Annual Plan. An assessment to determine its success will be made at the end of the trial period. Any ongoing commitment by Council will be made at that stage.	Ongoing	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: All levels	Action B: Investigate and develop a region-wide resource recovery network.
IN.3: Provide yearly hazardous waste disposal drop-off day	Council to provide a hazardous waste collection day once a year	Annually	Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: All Levels	Action B: Investigate and develop a region-wide resource recovery network.

Rationale: Council is committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. This initiative looks to develop our local transfer stations in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use.

10.4.6 Upper Hutt City leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Collaborate with private sector and community.	Work with local groups and businesses to investigate opportunities to enhance economic development through waste minimisation	Ongoing	Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All Levels	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship.
LM.2: Internal waste minimisation	Council will continuously look for opportunities to reduce waste coming from its facilities. All successful opportunities will be used to promote to other local organisations and encourage them to use learnings to minimise their own waste.	Ongoing	Waste Levy	Objective To engage the community and provide information, education and resources to support community actions To work with local businesses and organisations to actively promote waste reduction at a local level.	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship. Action D: Deliver enhanced regional engagement, communications and education.
LM.3: Professional development and subscriptions	To ensure Council can provide leadership, they will have appropriate memberships (e.g., WasteMinz and Wellington Waste Forum) and undertake relevant	Ongoing	Waste Levy	Objective To engage the community and provide information, education and resources to support community actions.	Action D: Deliver enhanced regional engagement, communications and education.

	professional development and networking opportunities (e.g. Wasteminz conference).				
LM.4: Shared Services	As appropriate, investigate shared service options for waste management and minimisation initiatives.	Ongoing	Rates, Waste Levy	<p>Objective: To consider both short and long term cost impacts of all actions across the community including economic costs and benefits</p> <p>Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making</p>	<p>Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities.</p> <p>Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste.</p>

Rationale: Council will work to facilitate and encourage local businesses, community and central government to establish measures that meet the visions goals and objectives of the WMMP. Commercial waste makes up an estimated 35% of the waste produced in our district. Council has no direct control over waste produced by businesses and other organisations. We will look to work with local groups and businesses and promote initiatives that assist in enhancing economic development through reducing and recovering waste.

10.5 Wairarapa Joint Plan

Masterton, Carterton and South Wairarapa District Councils have an existing sub-regional joint Waste Management Plan (Waste Management Wairarapa). The councils are not proposing any new actions other than those outlined in the Regional Action Plan.

10.5.1 Wairarapa regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Implement regionally consistent bylaw	Ensure systems and resources are in place for updating our Solid Waste Bylaw in line with the model. Regional Solid Waste Bylaw and implementing, monitoring and enforcing its provisions once it becomes active.	Pending development of Regional Solid Waste Bylaw	Fees and rates. Waste Levy where applicable.	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities. Hierarchy level: All Levels	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw.
R.2: New buildings recycling facilities	Require new multi-unit residential and commercial buildings to include space for appropriate recycling facilities.	Completed – included in district plan, ongoing monitoring	Rates and Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost effective to communities.
R.3: Future recycling facility provisions	Address recycling facilities within the building and subdivision consent process	Completed – included in district plan, ongoing monitoring	Rates and Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost effective to communities.

				Hierarchy level: Recycling	
R.4: Safe collection and storage of hazardous wastes	Continue to include guidelines for safe collection, storage and disposal (where appropriate) of hazardous and difficult wastes, including hazardous household wastes in landfills and transfer station management plans.	Ongoing – Part of waste minimisation role	User pays	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities. Hierarchy level: Treatment and disposal	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids and other organic waste.

Rationale: We will use bylaws and the district plan to help ensure that households, businesses and operators make use of water and recycling systems correctly, don't cause nuisance and operate in a way that is consistent with the WMMP. This may include for example, but not be limited to, licensing of operators and facilities, specification of approved containers and the setting of times and places for different types of collections.

10.5.2 Wairarapa data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
D.1: Implement Waste Data Framework	Collect and manage data, ideally in accordance with the National Waste Data Framework. This includes working with licensed waste collectors and operators to improve the quality and comprehensiveness of data reported to Council as well as conducting	Ongoing	Fees and rates. Waste Levy where applicable	Objective: Improve and align data collection and reporting systems where possible across the districts, region and nationally.	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information.

	SWAP surveys and other measures to improve data availability and management.			Hierarchy level: All levels	
D.2: Reduce construction & demolition waste	Reduce the quantity of construction, demolition waste and cleanfill to landfill	Co-ordinate with regional actions	Rates and Waste Levy	Objective: To establish a Wairarapa measurement programme to quantify the amount of construction, demolition waste and cleanfill to landfill in order to reduce this amount. Hierarchy level: Reduction	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information.
D.3: Material diverted to recycling	Record the amount of material diverted to recycling each year.	Completed – Ongoing annual report	Rates and Waste Levy	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities. Hierarchy level: Recycling	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information.
D.4: Collection of hazardous chemicals	Establish a monitoring and recording programme to document the amount of hazardous chemicals collected.	Completed – Ongoing annual report	Rates and Waste Levy	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities. Hierarchy level: Treatment and disposal	Action H: Implement National Waste Data Framework and utilise the Framework to increase strategic information.

D.5: Recovery and recycling rates	Investigate current recovery and recycling rates for a list of priority wastes, and increase these rates.	Ongoing - Part of waste minimisation role	Rates and Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recovery and recycling	Action I: Identify specific targets in the Waste Management and Minimisation Plan for each council and the region, specifying achievable reduction, reuse, recycling and diversion of waste.
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Rationale: Although a significant amount of waste data is currently collected regionally, it is not always consistent or comparable between councils in the region. TAs in the region have agreed to collect and manage data in line with the National Waste Data Framework. Action under this heading will give effect to the National Waste Data Framework in our district.

10.5.3 Wairarapa engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: Community minimisation practices	Encourage the community, through education and promotion, to adopt sustainable waste minimisation practices	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reduction, re-use, recycling and treatment	Action D: Deliver enhanced regional engagement, communications and education.
E.2: Publicise waste management in Wairarapa	Regularly publicise recent achievements and future initiatives in waste management in the Wairarapa.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional	Rates and Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions.	Action D: Deliver enhanced regional engagement, communications and education.

		actions		Hierarchy level: Reduction	
E.3: Education and Promotion	Liaise with the Ministry for the Environment, the Department of Conservation and Greater Wellington Regional Council to ensure a consistent approach to education and promotion.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well as territorial and regional councils including shared services. Hierarchy level: Reduction	Action D: Deliver enhanced regional engagement, communications and education.
E.4:	Encourage the market for reusable goods, recycled goods and composting products.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	Objective: To use Council influence to advocate for increased or mandatory producer responsibility Hierarchy level: Reduction and re-use	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship.
E.5: Use of hazardous materials	Promote sharing of information to encourage reduced use of hazardous materials.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm. Hierarchy level: Reduction	Action D: Deliver enhanced regional engagement, communications and education.

E.6: Industrial and commercial waste reduction	<p>Promote industrial and commercial waste reduction mechanisms by:</p> <ul style="list-style-type: none"> - <i>Promoting waste audits of businesses</i> - <i>Promoting Cleaner Production</i> 	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	<p>Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.</p> <p>Hierarchy level: Reduction</p>	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste.
E.7: Education on minimisation and recycling	Facilitate education and the dissemination of information to individual households on best practice minimisation and recycling processes.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	<p>Objective: To engage the community and provide information, education and resources to support community actions.</p> <p>Hierarchy level: Reduction</p>	Action D: Deliver enhanced regional engagement, communications and education.
E.8: Public waste reduction information	Facilitate the provision of information to the public on how they can reduce the amount of waste being disposed of include encouraging the processing and use of diverted resources locally.	Ongoing – Continue as part of waste minimisation role and co-ordinate with regional actions	Rates and Waste Levy	<p>Objective: To engage the community and provide information, education and resources to support community actions</p> <p>Hierarchy level: Reduction</p>	Action D: Deliver enhanced regional engagement, communications and education.
E.9: Reduced use of hazardous	<p>Encourage reduced use of hazardous materials</p> <p>Promote knowledge and</p>	Ongoing – Continue as part of waste minimisation	Rates and Waste Levy	<p>Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that</p>	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction

materials	awareness of alternatives to hazardous materials in the home and at work.	role and co-ordinate with regional actions		create the most harm. Hierarchy level: Reduction	and demolition waste, food and/or biosolids, and other organic waste.
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Rationale: In addition to work undertaken as part of the Regional Waste Education Strategy, Council will continue to support local education initiatives that have a positive impact.

10.5.4 Wairarapa collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Effective collection of recycled material and residual waste	<p>Provide for effective collection and delivery mechanisms of recycled material and residual waste</p> <ul style="list-style-type: none"> Facilitate the collection of urban household residual waste at least once per fortnight. Provide a timetabled collection of kerbside recyclable materials to all urban households in the region. Review of waste management contracts, including 	Completed – Shared service contract in place. To be reviewed in year one.	User pays and targeted rates	Objective: To work with service providers to identify efficiencies while maintaining or improving service levels.	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities.

	<p>assessing the benefits of collectively tendering out the services.</p> <ul style="list-style-type: none"> Commit individual councils to adopt in-house waste minimisation programmes. 			Hierarchy level: Reduction, reuse, recycling and disposal	
C.2: Waste management practices in rural and holiday areas	<p>Encourage good waste management practices in rural areas and holiday communities</p> <ul style="list-style-type: none"> Provide extra collection services in holiday areas to meet demand. Facilitate the provision of information on management of hazardous chemicals in rural areas. Facilitate the collection, transportation and disposal where appropriate of rural hazardous wastes. Undertake regular reviews of the level 	Completed - Ongoing review of level of service with annual plans.	User pays and targeted rates/waste levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities.

	of service provided for waste management in rural areas and rural residential settlements.			Hierarchy level: Recycling and disposal	
C.3: Support the reduction and diversion of organic waste	Support the sustainable reduction and diversion of organic waste by supporting collection initiatives.		Fees and rates. Waste Levy where applicable.	Objective: To engage the community and provide information, education and resources to support actions. Hierarchy level: All Levels	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities. Contribution to targets, Wairarapa = 1765 tonnes.
C.4: Collection and disposal charges	Encourage waste minimisation through collection and disposal charges <ul style="list-style-type: none"> Encourage the councils to put in place systems that will achieve full cost recovery of waste management operations. Encourage waste minimisation practices through collection and disposal charges which reflect the full cost of treatment and disposal. 	Ongoing review of level of service with annual plans.	User pays and rates	Objective: To consider both short and long term cost impacts of all actions across the community including economic costs and benefits.	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities.

	<ul style="list-style-type: none"> • Ensure charges for disposal of hazardous or difficult wastes reflect the nature of the waste. • Have differential charges for green waste. • Encourage a consistent charging policy for waste Disposal across the Wairarapa. 			Hierarchy level: Reduction, recycling and recovery	
C.5: Kerbside recycling	Provide for effective kerbside recycling	Completed – Shared service contract in place. To be reviewed in year one.	Targeted rates	<p>Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.</p> <p>Hierarchy level: Recycling</p>	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost-effective to communities.
C.6: Collection of hazardous chemicals	Facilitate periodic collection of unwanted hazardous chemicals in the Wairarapa. Coordinate collection with Agricoverey.	Continue as part of waste minimisation role	Rates/Waste Levy	<p>Objective: To reduce the total quantity of waste to landfill, with an emphasis on wastes that create the most harm.</p> <p>Hierarchy level: Treatment and disposal</p>	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids and other organic waste.

Rationale: The Wairarapa Councils offer households a user pays bag service for rubbish and a crate based recycling service. The planned actions will look to improve the performance of the collection services we provide so as to divert more material from landfill while controlling costs to households.

10.5.5 Wairarapa infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Green waste and recycling	Provide for green waste separation and recycling facilities at all transfer stations.	Completed – Shared service contract in place	User pays and Rates/Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling and recovery	Action I: Identify specific targets in the Waste Management and Minimisation Plan for each council and the region, specifying achievable reduction, reuse, recycling, and diversion of waste.
IN.2: Promote private and community facilities	Support and promote private and community resource recovery and reuse facilities throughout the Wairarapa.	Ongoing - Continue as part of waste minimisation role	User pays and Rates/Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level. Hierarchy level: Reuse, recycling and recovery	Action D: Deliver enhanced regional engagement, communications and education.
IN.3: Regional resource recovery	Investigate regional resource recovery facility options and provide additional facilities if feasible.	Investigate as part of waste minimisation role	User pays and Rates/Waste Levy	Objective: To investigate the use of available recovery and treatment technologies and service methodologies and apply these where appropriate. Hierarchy level: Reuse, recycling and recovery	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or bio solids, and other organic waste.
IN.4: Accessible recycling	Ensure that recycling facilities are available within a 20 minute	Completed – Shared service	Rates/Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse,	Action I: Identify specific targets in the Waste Management and Minimisation Plan for each council and the region,

IN.6: Signage at landfills and transfer stations	Provide clear and consistent signs at landfills and transfer stations to show compost, re-use and recycling facilities.	Completed – Shared service contract in place. To be reviewed in year one.	User pays and targeted rates	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reduction, reuse, recycling and disposal	Action D: Deliver enhanced regional engagement, communications and education.
IN.7: Future residual disposal needs of the Wairarapa	Ensure the residual disposal needs of the Wairarapa community are provided for now and in the future.	Continue as part of long term planning process	User pays	Objective: To consider both short and long term cost impacts of all actions across the community including economic costs and benefits. Hierarchy level: Disposal	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids and other organic waste.
IN.8: Council transfer station and landfill management plans	Produce, comply with and regularly revise management plans for council transfer stations and landfills.	Continue as part of regulatory compliance requirements	User pays	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making. Hierarchy level: Disposal	Action G: Implement and oversee monitoring and enforcement of the revised regional bylaw.

Rationale: Council is committed to investigating, and where feasible, developing facilities that can form part of a region-wide resource recovery network. This initiative looks to develop our local transfer stations in line with regional standards to increase the quantity of materials that can be economically recovered for beneficial use.

10.5.6 Wairarapa leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Collective approach to waste management	<p>Take a collective approach to waste management, where appropriate, including the following:</p> <ul style="list-style-type: none"> • Reviewing end markets for recyclable materials, compost and re-useable goods. • Hazardous waste collection, storage and disposal. • Residual disposal options. • Bylaws (solid waste). 	Ongoing - review of level of service with annual plans	Rates/Waste Levy	<p>Objective: To investigate the use of available recovery and treatment technologies and service methodologies and apply these where appropriate.</p> <p>Hierarchy level: All Levels</p>	Action I: Identify specific targets in the Waste Management and Minimisation Plan for each council and the region, specifying achievable reduction, reuse, recycling, and diversion of waste
LM.2: Costs of collective approach	Take into account costs when assessing the benefit of a collective approach.	Ongoing - review of level of service with annual plans	Rates/Waste Levy	<p>Objective: To consider both short and long term cost impacts of all actions across the community including economic costs and benefits.</p> <p>Hierarchy level: All Levels</p>	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost effective to communities.
LM.3: Waste minimisation staff	Employ dedicated Waste Minimisation staff	Provide resource in year one	Rates/Waste Levy	Objective: To work with local businesses and organisations to actively promote waste	Action D: Deliver enhanced regional engagement, communications and education.

				reduction at a local level. Hierarchy level: All Levels	
LM.4: Partnering with groups outside the Wairarapa	Investigate partnering with community groups, businesses and local authorities outside the Wairarapa.	Investigate as part of waste minimisation role	Rates/Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels	Action I: Identify specific targets in the Waste Management and Minimisation Plan for each council and the region, specifying achievable reduction, reuse, recycling, and diversion of waste.
LM.5: Participation with Tangata Whenua	Encourage the active participation of tangata whenua in waste management issues in the Wairarapa <ul style="list-style-type: none"> Facilitate consultation with iwi on solid waste management matters in the Wairarapa region. Encourage iwi participation in decision making on waste management issues in the Wairarapa. 	Include as part of waste minimisation role	Rates/ Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions. Hierarchy level: All Levels	Action D: Deliver enhanced regional engagement, communications and education.
LM.6: Waste Levy funding from MfE	Investigate and support applications for contestable waste levy	Ongoing - Continue as part of waste	Rates/ Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and	Action F: Fund regional resources for the implementation of the Waste Management and Minimisation Plan,

	<p>funding from MfE for both council and community waste reduction and minimisation initiatives. (New action)</p>	<p>minimisation role</p>		<p>co-operation across the private and community sectors as well territorial and regional councils, including shared services.</p> <p>Hierarchy level: Reduction, re-use, recycling and treatment</p>	<p>for example, human resources and research.</p>
<p>LM.7: National approach to Waste Policy</p>	<p>Encourage Central Government to take a consistent national approach to Waste Policy</p> <ul style="list-style-type: none"> • Support central government in implementing a consistent statutory and regulatory framework in the waste management area. • Encourage central government to facilitate the development of a national approach to identifying the benefits and costs of waste management initiatives. • Encourage central government to 		<p>Rates/ Waste Levy</p>	<p>Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well territorial and regional councils, including shared services.</p>	<p>Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship.</p>

	facilitate national e-waste and product stewardship schemes. (New action)			Hierarchy level: Reduction and recycling	
LM.8: Consistent policies across regional and territorial councils	Encourage the regional and territorial councils to develop consistent policies and approaches to the matter of clean spoil within their respective statutory plans.	Ongoing - Continue as part of waste minimisation role	Rates/ Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well territorial and regional councils, including shared services. Hierarchy level: Reduction and disposal	Action E: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship.
LM.9: Adopt the MfE Cleanfill Guidelines	Promote the adoption of the Ministry for the Environment's Cleanfill Guidelines for all cleanfill sites.	Ongoing	Rates/ Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reduction and disposal	Action B: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids and other organic waste.
LM.10: Event recycling and zero waste events	Encourage and support event recycling and “zero waste events”. (New action)	Include as part of waste minimisation role	Rates/ Waste Levy	Objective: To use Council influence to advocate for increased or mandatory producer responsibility. Hierarchy level: Recycling	Action D: Deliver enhanced regional engagement, communications and education.

Rationale: The Wairarapa Council are committed to showing leadership by continually improving their own practices to achieve waste minimisation, ensuring sufficient resources are available to implement the regional and local actions as set out in this plan, and enabling other organisations, businesses and the broader community to become leaders in waste minimisation. The councils have no direct control over waste produced by businesses and other organisations but will look to work with local groups and businesses and promote initiatives that assist in enhancing economic development through reducing and recovering waste.

10.6 Wellington City Council

10.6.1 Wellington City regulation

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
R.1: Bylaw development, implementation and enforcement	Ensure systems and resources are available for implementing, monitoring and enforcing the Wellington Consolidated Bylaw Part 9: Waste Management, the future Regional Waste Bylaw and any other waste-related bylaws, eg the Collection and Transportation of Waste and Wellington Trade Waste Bylaws.	Ongoing	GWRA Waste Levy	Objective: To take actions that will improve information on waste and recovered material activities, including both council-contracted and private sector activities Hierarchy level: All levels	Supports RR1, RIN1, RIN2, IN1, IN5 and other actions that make direct contribution to targets
R.2: Investigation of additional regulatory measures	Investigate additional regulatory measures. For example (but not limited to) licensing options, single use plastic bags, etc.	Ongoing	GWRA Waste Levy	Objective: To take actions that will improve information on waste and recovered material activities, including both Council-contracted and private sector activities. Hierarchy level: All Levels	Supports RR1; RIN1; RIN2; , IN1; IN5 and other actions that make direct contribution to targets
R.3: New building recycling facilities	Work with key internal and external stakeholders to ensure new multi-unit residential and commercial buildings include allocated space for appropriate facilities that move potentially wasted resources up the hierarchy i.e. reduce, reuse or recycle.	Ongoing	Rates GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Action A: Determine and commit to implementing optimised kerbside systems that maximise diversion and are cost effective to communities.

Rationale: Implementation of the regional bylaw will help ensure that households, businesses and operators make use of systems correctly, don't cause nuisance, and operate in a way that is consistent with the WMMP. This may include but not be limited to licensing of operators and facilities, specification of approved containers, or the setting of times and places for different types of collections.

10.6.2 Wellington City data

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
D.1: Implement Waste Data Framework	Collect and manage data in accordance with the National Waste Data Framework, as well as conducting SWAP surveys and other measures to improve data availability and management.	2017 onwards	GWRA Waste Levy	Objective: To align data collection and reporting systems where possible across the districts, region and nationally. Hierarchy level: All levels	Supports RD1: Implement National Waste Data Framework and utilise the framework to increase strategic information

Rationale: We will collect and manage data in accordance with the National Waste Data Framework to ensure the consistency, accuracy, and precision of waste data collected in Wellington, and the wider region.

10.6.3 Wellington City engagement

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
E.1: Working with schools	Provide support services to schools wishing to explore the effects of waste and waste reduction opportunities. For example (but not limited to) through school and early learning centre visits, landfill tours, and other resources. Activity may also include support for EnviroSchools programme.	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education Up to 25 tonnes by 2026
E.2: Support for recycling in	The council will provide funding support for recycling in schools and early learning centres,	Ongoing	Waste levy	Objective: To engage the community and provide information, education and	Action RE1: Deliver enhanced regional engagement, communications, and education

schools and early learning centres	where this is linked with waste minimisation education activities.			resources to support community actions Hierarchy level: All levels	Up to 25 tonnes by 2026
E.3: Promoting and supporting waste minimisation at events	Promoting and supporting waste minimisation at events and festivals (eg through provision of free event bin loan, development of event waste minimisation resources, provision of knowledge-building workshops, etc).	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education Up to 20 tonnes by 2026
E.4: Promote and support the reduction and diversion of organic waste	Continue to support and promote organics waste reduction and diversion programmes. For example (but not limited to) the Love Food Hate Waste campaign	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education LFHW regional target is 2,400 tonnes by 2018; WCC target is 984 tonnes by 2018
E.5: Support marae and iwi groups to minimise waste	Support iwi and marae to promote and undertake waste minimisation by the provision of information, services and events. For example (but not limited to) support for the Para Kore programme	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education Para Kore target for the region is 30 tonnes from 20 marae. WCC's target is 12tonnes from eight marae by 2020
E.6: Promote and support residents to minimise waste	Support residents to promote and undertake waste minimisation by the provision of information, services and events. For example (but not limited to) Waste Free Parenting workshops and targeted education initiatives	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education The regional potential diversion for Waste Free Parenting is 315 tonnes; the WCC target is 109 tonnes (~35% of workshop

					<p>attendees regionally).</p> <p>Up to 667 tonnes from other targeted education initiatives by 2026</p>
E.7: Optimise regional communications	<p>Work collaboratively with the WMMP partner councils on waste-related communications. For example (but not limited to) creation of a regional recycling directory</p>	Ongoing	GWRA Waste Levy	<p>Objective: To engage the community and provide information, education and resources to support community actions</p> <p>Hierarchy level: All levels</p>	<p>Action RE1: Deliver enhanced regional engagement, communications, and education</p> <p>Supports other initiatives that make direct contribution to targets</p>
E.8: Wellington Regional Waste Education Strategy	<p>Ensure systems and resources are in place for implementing the Regional Waste Education Strategy and, if necessary, review the strategy.</p>	Ongoing	GWRA Waste Levy	<p>Objective: To engage the community and provide information, education and resources to support community actions</p> <p>Hierarchy level: All levels</p>	<p>Action D: Deliver enhanced regional engagement, communications, and education</p>

Rationale: We will continue to support schools, community groups, businesses, and residents to minimise waste and shift stakeholder behaviour up the waste hierarchy, through enhanced local and regional communications and education programmes. We will work with local partner councils to deliver the Regional Waste Education Strategy.

10.6.4 Wellington City collections

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
C.1: Household recycling collection	Continue to deliver and optimise the household recycling service	Ongoing	GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Supports Regional Action RC1: Optimise collection systems Up to an additional 1850 tonnes per annum by 2026
C.2: CBD recycling collection	Continue to deliver and optimise CBD recycling service	Ongoing	GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Supports Regional Action RC1: Optimise collection systems
C.3: Household waste collection	Continue to deliver and optimise household waste collection service that supports increased diversion and a cost-effective service for households	2020	User charges GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Disposal (reduction)	Supports Regional Action RC1: Optimise collection systems Supports other collection initiatives that make direct contribution to targets
C.4: Household food waste collection	Investigate and recommend options for a household food waste collection service or other alternatives that deliver similar outcomes	2020	GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Supports Regional Action RC1: Optimise collection systems Up to an additional 7,100 tonnes per annum by 2026

Rationale: The council is committed to implementing an optimised kerbside system that maximises diversion and that is cost effective for households.

10.6.5 Wellington City infrastructure

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
IN.1: Biosolids	Collaborate with Wellington Water and other stakeholders to investigate options that would divert biosolids mainly from the Southern Landfill. WCC operates two waste water treatment plants (and has a minority shareholding in Porirua City's treatment plant) for the purpose of treating sewage effluent.	2020	GWRA Waste Levy for Capex only	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	Supports Regional Action RIN2 Approx. 15,000 tonnes per annum of material diverted by 2026
IN.2: Resource recovery centre	Operate the resource recovery centre at the Southern Landfill. Identify and implement, where appropriate, opportunities for improvements that increase diversion, supporting the region's resource recovery network at the Southern Landfill.	Ongoing	GWRA Waste Levy for Capex only	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste Currently up to 1,000 tonnes per annum of materials diverted Target to increase recovery capacity by up to an additional 4460 tonnes by 2026
IN.3: Compost operation	Operate and make capacity improvements to an organics	Ongoing	GWRA Waste	Objective: To increase diversion of waste that is currently disposed of	Supports Regional Action RIN1: Investigate and develop

	(currently green waste and commercial food waste) composting plant.		Levy for Capex only	to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste Currently up to 5,200 tonnes per annum of organic material diverted with the potential to increase in response to regional actions that divert more organics
IN.4: Transfer station (waste drop-off facility)	Operate and make capacity improvements to the transfer station. This includes drop-off facilities for general waste, green waste (diverted), household hazardous waste (including domestic quantities of chemicals, oils, batteries and paint), de-gassing of refrigerants from appliances, and diversion of recoverable household items, building materials, metals, etc.	Ongoing	User Charges	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste Target to increase recovery capacity by up to an additional 7,316 tonnes by 2026
IN.5: Waste education centre	Research and develop options for an effective waste education facility at the Southern Landfill (or elsewhere) that meets the needs of the community and council.	2017-2019	GWRA Waste Levy for Capex only	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Objective: To engage the community and provide information, education and resources to support community	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste

				actions Hierarchy level: All levels	WCCIN2: Resource Recovery Centre. RE1: Enhance communications and delivery
IN.6: Public place recycling	Work with relevant stakeholders (collectors, WCC's Urban Design Team, Parks, Sport & Recreation, etc) to design and submit for approval an efficient and cost-effective public place recycling system that maximises material recovery.	2017-2018	Revenue GWRA Waste Levy for Capex only	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Recycling	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.7: Investigate and implement polystyrene recycling options	Consider options for recycling and/or re-processing of polystyrene. Consider business case for a polystyrene drop-off service at Southern Landfill. Implement if appropriate.	Ongoing	Revenue GWRA Waste Levy for capex	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse, recycling	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste
IN.8: Signage at waste/ recycling facilities	Provide clear and consistent signs at landfills and transfer stations to show correct disposal, compost, re-use and recycling facilities.	Ongoing	GWRA Waste Levy for capex	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reduction, reuse, recycling and disposal	Action D: Deliver enhanced regional engagement, communications and education.
IN.9: Recovery of energy from landfill gas	Support landfill gas electricity generation and optimisation of capture systems to assist the council in meeting its ETS responsibilities.	Ongoing	Market funded GWRA	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making	Not applicable

				Hierarchy level: Recovery	
IN.10: Closed landfills	Continue to manage closed landfills to ensure relevant environmental and safety standards are met and in accordance with all relevant policies and plans.	Ongoing	Rates	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making. Hierarchy level: Disposal	Not applicable

Rationale: The council will continue to work towards best practice in landfill management, including closed landfills and landfill gas capture.

10.6.6 Wellington City leadership and management

Reference and title	Description	Time frame	Funding options	Strategic goals and hierarchy position	Method and targets
LM.1: Support community groups and the business sector	Provide support to businesses and community groups to develop waste minimisation initiatives and opportunities	Ongoing	GWRA Waste Levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education
LM.2: Provide grants for community and business development projects	Provide grants for stakeholder groups and individuals to develop waste minimisation initiatives. Grants are allocated under a contestable process and guided by the council's strategic priorities as described in the relevant LTP.	Ongoing	Waste levy	Objective: To engage the community and provide information, education and resources to support community actions Hierarchy level: All levels	Action RE1: Deliver enhanced regional engagement, communications, and education
LM.3: Industry-based reuse	Support business sector stakeholders wishing to reuse materials – for example (but not limited to) through Waste Exchange programmes.	Ongoing	GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reuse	Supports Regional Action RIN1: Investigate and develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste

LM.4: Behaviour change	Lead, deliver, support and promote change initiatives that shift stakeholder behaviour and waste management practices up the waste hierarchy.	Ongoing	GWRA Waste Levy	Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling. Hierarchy level: Reduction	Action RE1: Deliver enhanced regional engagement, communications, and education
LM.5: Advocacy and lobbying	WCC will continue to advocate and lobby for progressive waste management and minimisation policy and support actions in order to deliver on the goals and objectives of the WMA and the WMMP. For example (but not limited to) product stewardship, levy increases, clarification and enforcement of the WMA, national operator licensing requirement, national implementation of Waste Data Framework, progress on national regulation of priority waste streams such as organics, plastics, tyres, etc.	Ongoing	GWRA	Hierarchy level: All levels	Actions RLM2 and RLM3: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.6: Collaborate with private sector and community	Work with local groups to investigate opportunities to enhance economic development through waste minimisation (eg circular economy initiatives).	Ongoing	GWRA Waste Levy	Objective: To work with local businesses and organisations to actively promote waste reduction at a local level Hierarchy level: All levels	Actions RLM2 and RLM3: Collaborate on and lobby for waste minimisation policies and strategies, for example product stewardship
LM.7: Funding options	Explore and where feasible implement new funding models for waste management and minimisation activities.	Ongoing	GWRA Waste Levy General and	Objective: To consider both short and long-term cost impacts of all actions across the community including economic costs and benefits	Supports initiatives that make direct contribution to targets

			Targeted Rates User charges	Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making	
LM.8: Shared Services	As appropriate, investigate shared service options for potential regional, sub regional and super regional scaled waste management and minimisation initiatives.	Ongoing	GWRA Waste Levy	<p>Objective: To consider both short and long-term cost impacts of all actions across the community including economic costs and benefits</p> <p>Objective: Consider the environmental impact of all options and ensure that the overall environmental impact is taken into account in decision making</p>	Supports initiatives that make direct contribution to targets
LM.9: Innovation and technology	Investigate, support and promote innovation and technology that enables or enhances increased diversion and reduced waste	Ongoing	GWRA Waste Levy	<p>Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.</p> <p>Hierarchy level: Reuse, recycling</p>	Supports initiatives that make direct contribution to targets
LM.10: WCC internal waste minimisation	Council leadership through waste minimisation initiatives that reduce waste and increase diversion at WCC facilities	Ongoing	GWRA Waste Levy	<p>Objective: To increase diversion of waste that is currently disposed of to landfill for reuse, recovery or recycling.</p> <p>Hierarchy level: Reuse, recycling</p>	Action RE1: Deliver enhanced regional engagement, communications, and education
LM.11: Waste levy funding from MfE	Investigate and support applications for contestable waste levy funding from MfE for both council and community waste reduction	Ongoing - Continue as part of waste minimisation role	GWRA Waste Levy	Objective: To investigate and where appropriate develop partnership, joint working and co-operation across the private and community sectors as well	Supports initiatives that make direct contribution to targets

	and minimisation initiatives.			territorial and regional councils, including shared services.	
				Hierarchy level: Reduction, re- use, recycling and treatment	

Rationale: The council will aspire to be a leader in innovative waste minimisation and management, through investigation into shared services, new technologies, circular economy initiatives, and leading by example.

Part C: Supporting information

A.1.0 Waste assessment

Due to the considerable size of the Regional Waste Assessment, this document is a separate attachment. Please refer to your local council website for a copy of the Regional Waste Assessment 2016.

Statement of Proposal

THE JOINT WELLINGTON REGION WASTE MANAGEMENT
AND MINIMISATION PLAN (WMMP) (2017-2023)

Waste Free, Together - For people, environment, and economy



CARTERTON
DISTRICT COUNCIL

HUTT CITY
TE AWA KAIRANGI

Kāpiti Coast
DISTRICT COUNCIL
Me Huri Whakamuri, Ka Tūro Whakamua



PORIRUA
CITY COUNCIL



LIFE. LEISURE. LIVE IT!
UPPER HUTT CITY
UPPER HUTT CITY COUNCIL

Absolutely Positively
Wellington City Council
Me Heke Ki Pōneke

1

Proposal

Carterton District Council, Hutt City Council, Kāpiti Coast District Council, Masterton District Council, Porirua City Council, South Wairarapa District Council, Upper Hutt City Council and Wellington City Council are proposing to revoke their current Waste Management and Minimisation Plan (WMMP) 2011, and adopt the proposed Wellington Region Waste Management and Minimisation Plan (2017).

Have your say on the Wellington Region Waste Management and Minimisation Plan

In 2011 territorial authorities within the Wellington Region worked together to develop their first shared Waste Management and Minimisation Plan. This plan has recently been reviewed and a Waste Assessment for the Wellington Region has been undertaken. This review, alongside the Waste Assessment, has informed the development of a new Wellington Region Waste Management and Minimisation Plan. The councils of the Wellington Region now invite you to provide input on this plan.

Why we need a new plan

Territorial authorities are legally required to develop a Waste Management and Minimisation Plan for their district.

Based on the Waste Assessment undertaken in 2016, we know we can all improve on our waste management and minimisation performance. The Waste Assessment has highlighted that we are throwing out an increasing amount of waste, which ends up in our landfills. We also know that, compared to other councils around New Zealand, the quantity of recycling collected in the Wellington Region is relatively low.

As a region, we therefore have the ability to reduce the amount of waste we produce, to more effectively reuse our waste resources for other purposes, and to recycle more. The new Draft Waste Management and Minimisation Plan sets out the possible means through which this could be achieved.



ISBN: 978-0-947521-04-2

2

Our legal obligation to promote waste minimisation

The Waste Minimisation Act 2008 states that all territorial authorities must promote effective and efficient forms of waste management and minimisation. As part of this, the councils must adopt a WMMP that includes objectives and policies for achieving effective and efficient forms of waste minimisation.

WMMP summary

The draft WMMP proposes the regional vision of: "Waste Free, Together – for people, environment, and economy".

By agreeing to the plan, councils agree to take a range of actions to promote effective and efficient forms of waste management. The plan sets an aspirational waste reduction target for the region, which is to reduce the total quantity of waste sent to landfill* by a third over 10 years. A number of other regional targets also provide aspirational benchmarks for the councils to work towards over a 10-year period.

Each council has set out a local action plan to achieve the objectives and policies of the plan. As a result, the WMMP includes a collection of district action plans (contained in Part B). Although each one is unique, they all incorporate a combination of regulatory and non-regulatory measures to support waste minimisation and a decrease in waste disposal. They also collectively recognise that community engagement and council leadership will be an essential part of the waste minimisation and reduction process.

In addition to local actions, the eight territorial authorities within the region have also jointly agreed on a set of regional actions. In summary, the proposed regional actions include the:

- potential development and implementation of a new regional waste bylaw, or a collection of regionally consistent waste bylaws
- implementation of the National Waste Data Framework
- regional communication, coordination and delivery
- optimisation of kerbside collection systems
- investigating the establishment of a resource recovery network

- exploring beneficial biosolids use
- potential shared governance and service delivery
- providing resourcing for regional actions
- collaborating and lobbying on waste management and minimisation issues.

About WMMP implementation

The WMMP includes a range of actions to be implemented by each council. The implementation of these actions will be spread over the 6-year life of the plan, but may take longer than 6 years to complete. In some cases, the proposed actions involve the continuation of educational and community support programmes already under way. In other instances, however, implementation will involve the scoping and investigation of potential projects in order to determine the best local way forward. If, as a result of such investigation, a council decides to consider a significant change in waste or recycling service delivery, then further public consultation and the consideration of costs would be required. Similarly, if a council proposes a new waste bylaw, that bylaw would need to be publicly consulted on.



* Specifically Class 1 landfills as defined under the Technical Guidelines for Disposal to Land (2016), prepared by the Waste Management Institute of New Zealand.

3

What's next?

You now have the opportunity to make a submission on the plan, and, if you wish, to present your views to your council.

We want to know what you think, and are particularly interested to know:

- whether you agree with the proposed Regional Targets
- what you think about the proposed Regional Actions
- whether you support your local territorial authority Action Plan.

You can provide feedback on both the regional and district/city specific provisions of the plan.

Each territorial authority will receive feedback on the proposed plan and hold a hearing to give you an opportunity to speak about your views. Your council will then consider all of the views received and make decisions about its local action plan. Councils will also work together with decision makers from the other territorial authorities within the region to make decisions on other regional waste management and minimisation matters.

How to make a submission

You can make a submission electronically or in writing. You can make a submission to the local authorities below during the following times:

Territorial authority	Consultation dates 2017
Carterton District Council	24 March – 24 April
Hutt City Council	28 March – 28 April
Kāpiti Coast District Council	3 – 28 April
Masterton District Council	7 April – 8 May
Porirua City Council	3 April – 1 May
South Wairarapa District Council	7 April – 12 May
Upper Hutt City Council	22 March – 28 April
Wellington City Council	18 April – 19 May

A copy of the draft WMMP, the Waste Assessment and the electronic submission forms for each territorial authority are available through the Joint Wellington Region Waste Management and Minimisation Plan website at wgtregionwasteplan.govt.nz

A hard copy of the draft WMMP, the waste assessment and the submission form are also available from your local territorial authority office, or from your local council library (please see below for postal and contact details).

- Carterton District Council Administration Building, Holloway Street, PO Box 9, Carterton 5743, Phone 06 379 4030
- Hutt City Council Administration Building, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, Phone 04 570 6666
- Kāpiti Coast District Council, 175 Rimu Road, Private Bag 60601, Paraparaumu 5254, Phone 04 296 4700
- Masterton District Council, 161 Queen Street, PO Box 444, Masterton 5840, Phone 06 370 6300
- Porirua City Council Administration Building, 16 Cobham Court, PO Box 50218, Porirua 5240, Phone 04 237 5089
- Upper Hutt City Council Civic Administration Building, 838-842 Fergusson Drive, Private Bag 907, Upper Hutt, Phone 04 527 2169
- Wellington City Council Service Centre, Ground Floor, 101 Wakefield Street (Civic Square), PO Box 2199, Wellington 6140, Phone 04 499 4444
- South Wairarapa District Council, 19 Kitchener Street, PO Box 6 Martinborough 5741, Phone 06 306 9611

Wellington Region Waste Assessment

2016

PREPARED FOR THE COUNCILS OF THE WELLINGTON REGION

Waste Free, Together - For people, environment, and economy



CARTERTON
DISTRICT COUNCIL

HUTT CITY
TE AWA KAIRANGI

Kāpiti Coast
DISTRICT COUNCIL
Me Huri Whakamuri, Ka Titiro Whakamua



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CITY COUNCIL

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Me Heke Ki Pōneke



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**Prepared by Eunomia Research & Consulting Ltd and Waste Not Consulting Limited,
on behalf of the territorial authorities of the Wellington Region.**

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1.0 Introduction

This Waste Assessment has been prepared for the territorial authorities of the Wellington region in accordance with the requirements of the Waste Minimisation Act 2008 (WMA). This document provides background information and data to support the constituent Councils' 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 region.

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.

Wellington 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.

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. The focus of these sections is on the regional picture.

Gap Analysis and Future Demand

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

Statement of Options & Councils' Proposed Role

These sections develop options available for meeting the future demand and the Councils' proposed role in ensuring that future demand is met and that the Councils are able to meet their statutory obligations.

Statement of Proposals

The statement of proposals sets out what actions are proposed to be taken forward. The proposals are identical to the actions that will be put forward in the upcoming Waste Management and Minimisation Plan (WMMP) so the Waste Assessment solely references the WMMP for this section.

Appendices

The appendices contain additional waste management data and further detail about facilities in each district. This additional data will enable territorial authorities (TAs) to “drill down” and access information about their district. This section includes the statement from the Medical Officer of Health as well as additional detail on legislation.

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
- 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 TAs to promote effective and efficient waste management and minimisation within their district. To achieve this, all TAs are required by the legislation to adopt a WMMP.

Section 45 of the WMA allows for two or more TAs to jointly prepare and adopt a WMMP. This joint waste assessment has been prepared in accordance with this section of the Act.

The WMA requires every TA to complete a formal review of its existing waste and minimisation management 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 Councils’ existing Waste Assessment was written in September 2011 and the WMMP was adopted on 15th December 2011.

Further detail on key waste-related legislation is contained in Appendix 3.0.

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 the Councils of the Wellington region to update their WMMP in an informed and effective manner. In preparing this document, reference has been made to the Ministry for the Environment's *'Waste Management and Minimisation Planning: Guidance for Territorial Authorities'*¹.

A key issue for this Waste Assessment will be forming a clear picture of waste flows and management options in the region. 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 the TAs' own services. While the Councils have reliable data on the waste flows that they control, data on those services provided by private industry is limited. Reliable, regular data on waste flows is important if the TAs choose to include waste reduction targets in their WMMP. Without data, targets cannot be readily measured.

The New Zealand Waste Strategy 2010 also makes clear that TAs have a statutory obligation (under the WMA) to promote effective and efficient waste management and minimisation in their district. This applies to all waste and materials flows in the district, not just those controlled by councils.

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 councils' Long Term Plans (LTPs). For some assets and services, it is necessary to consider a longer timeframe and so this is taken into account where appropriate.

1.4.3 Consideration of Solid, Liquid and Gaseous Wastes

In line with the Councils' previous joint WMMP, this Waste Assessment is focused on solid waste that is disposed of to land or diverted from land disposal.

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".

¹ Ministry for the Environment (2009), Waste Management and Minimisation Planning: Guidance for

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.

Gas from the three Class 1 landfills in the Wellington region is managed by the facility operators and gas is captured under the national environmental standard for air quality. Biosolids from the WWTP processes are, however, disposed of at Class 1 landfills and so it is reasonable to consider them in the context of this assessment. Therefore, apart from some liquid hazardous wastes that are managed through solid waste facilities, this Waste Assessment and the subsequent WMMP will focus primarily on solid waste.

1.4.4 Public Health Issues

Protecting public health is one of the original reasons for local authority involvement in waste management. The New Zealand Waste Strategy 2010 contains the twin high-level goals of “Reducing the harmful effects of waste”, and “Improving the efficiency of resource use”. In terms of addressing waste management in a strategic context, protection of public health can be considered one of the components entailed in “reducing harm”.

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.3.0.

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 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.

In most cases, public health issues will be able to be addressed through setting appropriate performance standards for waste service contracts. 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 is expected to be added emphasis on workplace health and safety under the Health and Safety at Work Act 2015. This legislation could impact on the choice of collection methodologies and working practices and the design of waste facilities, for example.

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 Local Planning Context

This Waste Assessment and the resulting WMMP will have been prepared within a local 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.

1.5.1 Long Term Plans

All Councils that contribute to this joint Waste Assessment and resulting WMMP have renewed long term plans (LTPs) dating from July 2015.

A key part of these LTPs is the visions that have been set for the TAs involved. These are:

- Carterton District: *A welcoming and vibrant community where people enjoy living*
- Hutt City: *Making our city a great place to live, work and play*
- Kāpiti Coast District: *Vibrant, diverse and thriving*
- Masterton District: *Moving forward together*
- Porirua City: *A great place to live, work and raise a family*
- South Wairarapa District: *(to) work with and for the South Wairarapa communities to achieve the best possible social and economic outcomes which are based on valuing and respecting the people, the land and the resources.*
- Upper Hutt City: *Our city is one of a kind. In Upper Hutt we are surrounded by outstanding natural beauty and a wide range of leisure and recreational activities. We're recognised as a great place for families and for people who enjoy*

the best of the outdoors. We have recognised our strengths and want to build on them.

- Wellington City: Wellington Towards 2040: Smart Capital. *...to grow and sustain the city as an inclusive place where talent wants to live.*

LTPs also set out a number of community outcomes, such as “healthy people” and “a sustainable healthy environment”. Solid waste is mentioned in a number of the LTPs as contributing to a number of different community outcomes. However, the most common approach is to link solid waste management with community outcomes relating to environment and sustainability. Some LTPs also link solid waste management to economic and health outcomes.

Some of the LTPs refer to solid waste in the preamble sections, making reference to national legislation or the New Zealand Waste Strategy 2010. Others refer to the regional WMMP as a ‘key document’. However, not all LTPs include reference to solid waste management in these preliminary sections.

All of the Councils’ LTPs include a dedicated section discussing solid waste management activities. Depending on the Council, these are included in services, infrastructure, or environmental management sections. In some LTPs, solid waste management is mentioned in a number of other activity sections, where appropriate.

The solid waste management activity sections generally include reference to the regional WMMP. In many sections, it is clear that the regional WMMP is the key guiding policy document for solid waste management. In other LTPs, other documents are also mentioned and these may include their solid waste asset management plans.

Most LTPs include a summary of the regional WMMP, and then elaborate on the implications of the WMMP for the term of the LTP. Key actions and projects are taken from the regional WMMP and shown as regional or city/district specific tasks.

Some LTPs include additional actions or work areas alongside the regional WMMP, with a number of key projects included in the LTP. Masterton, Carterton and South Wairarapa make frequent mention of working in cooperation with each other at a level greater than those Councils’ cooperation with other Councils in the Wellington region.

Key projects include:

- Landfill consents and management for Carterton, Hutt City and South Wairarapa
- Closed landfill management projects for Kāpiti Coast and Masterton
- Other infrastructure projects, such as transfer station upgrades or expansion, for Masterton and South Wairarapa.

Most solid waste management activity sections of LTPs also include a review of the regional WMMP.

1.5.2 Wellington Regional Council Plans

The *Regional Policy Statement for the Wellington Region* (RPSWR) became operative on 24 April 2013. The RPSWR provides an overview of the resource management issues in the Wellington region and the objectives, policies, and methods to achieve integrated

management of natural and physical resources. Regional and district plans cannot be inconsistent with the RPSWR.

The objective of the RPSWR that directly pertains to solid waste is as follows:

Objective 11

The quantity of waste disposed of is reduced.

Policy 65: *Promoting efficient use and conservation of resources – non-regulatory*

To promote conservation and efficient use of resources by:

- (a) reducing, reusing and recycling waste;*
- (b) using water and energy efficiently; and*
- (c) conserving water and energy.*

Explanation

For waste, using resources efficiently means following the waste hierarchy: reducing unnecessary use of resources, including reducing packaging; reusing unwanted goods that are still ‘fit for purpose’; recycling new products from waste materials; and recovering resources (such as energy) from waste before disposing of the remaining waste safely. If resources are used efficiently, the amount of unwanted materials disposed of at landfills and at sewage treatment plants will be reduced.

Method 17: *Information about waste management*

Prepare and disseminate information about how to reduce, reuse or recycle waste.

Implementation: Wellington Regional Council and city and district councils

Method 56: *Assist the community to reduce waste and use water and energy efficiently*

Assist the community to adopt sustainable practices to:

- (a) reduce, reuse or recycle waste;*
- (b) use water and energy efficiently; and*
- (c) conserve water and energy.*

Implementation: Wellington Regional Council and city and district councils

2.0 Wellington Region

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

2.1 Overview

Local authorities in the Wellington region comprise eight territorial authorities and the Greater Wellington Regional Council. The land area of the region covers 813,000 hectares with 497 kilometres of coastline.

Figure 1: Map of Wellington Region and Territorial Authority Areas



Source: <http://gwlive.blackwebs2.co.nz/page/the-region.aspx>

There is significant diversity within the region, with large metropolitan areas concentrated around Wellington City and the Hutt Valley through to the predominantly rural Wairarapa. The geography also generates clear distinctions, with the Rimutaka and Tararua Ranges creating a physical barrier between different parts of the region. This physical division of the region restricts, to some degree, the movement of people, and, particularly in the residential context, recovered materials and waste. There are also large numbers of workers coming into the city centres. For example, Wellington City has an inflow of around 70,000 workers every weekday from other cities/districts. The complexities of geography, people, and wastes create a wide range of challenges for planning more effective waste management and minimisation across the region.

2.1.1 Demographics

The Wellington region is home to approximately half a million people. Forty percent of the population resides in Wellington City, with another 40% in the Hutt Valley and Porirua City, 10% in Kāpiti Coast, and 10% in the Wairarapa. The region has experienced an overall annual population growth rate of approximately 1% since 2010/11. This varies between 1.8% for Carterton District and 0.4% for Hutt City. The population distribution and growth is shown in the following table:

Table 1: Population Wellington Region 2010/11 – 2014/15

Wellington region population	2010/11	2011/12	2012/13	2013/14	2014/15	Mean annual growth rate
Carterton District	8,191	8,340	8,490	8,680	8,800	1.81%
Hutt City	100,406	100,803	101,200	101,700	102,000	0.39%
Kāpiti Coast District	50,010	50,355	50,700	51,100	51,400	0.69%
Masterton District	23,804	23,952	24,100	24,200	24,400	0.62%
Porirua City	52,912	53,306	53,700	54,100	54,500	0.74%
South Wairarapa District	9,604	9,702	9,800	9,920	10,000	1.02%
Upper Hutt City	40,612	40,956	41,300	41,800	42,000	0.84%
Wellington City	191,395	194,447	197,500	200,000	203,800	1.58%
TOTAL	476,933	481,861	486,790	491,500	496,900	1.03%

Source: Statistics NZ sub-national population estimates

The table on the next page shows key demographic metrics for each of the districts as well as for the region as a whole.

As well as showing substantial variation in size, there are notable differences amongst the districts across most metrics. Average household size for the region is 2.6 people, but varies between 2.3 in South Wairarapa and 3.0 in Porirua. In general, the metropolitan areas have larger households compared to the rural areas.

Median income is similarly diverse. Wellington City has the highest median income in New Zealand, (this has helped the region to also have the highest median income for a region), while a number of districts – Carterton, Kāpiti Coast, and Masterton - have median incomes below the national average.

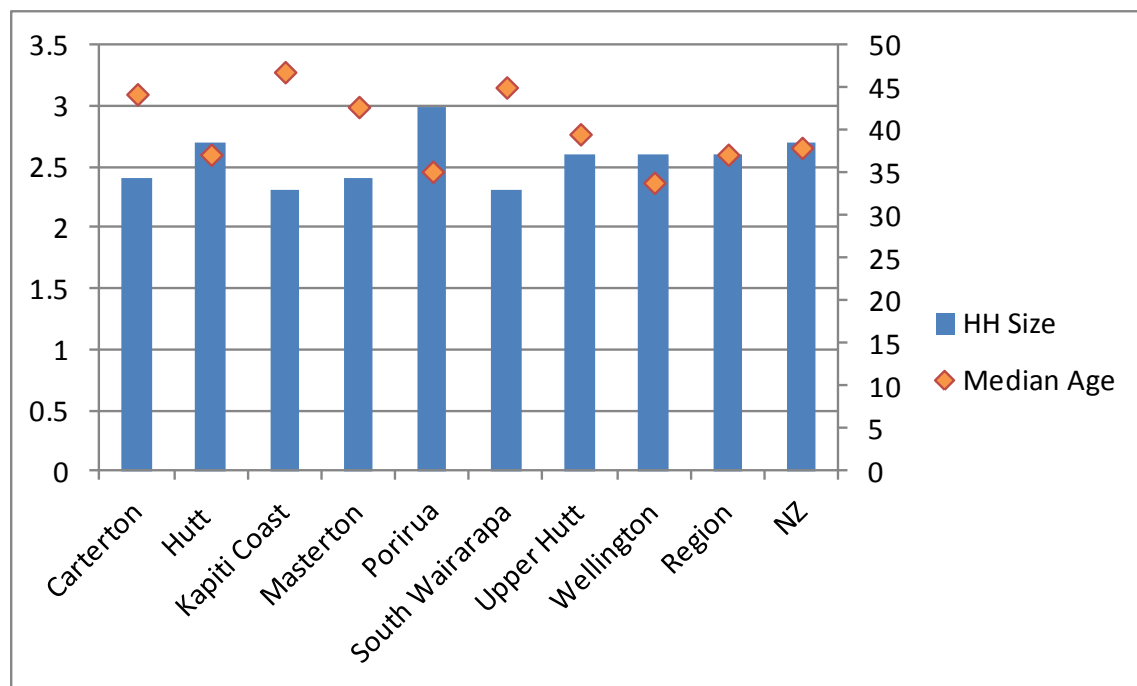
Similarly, Wellington City also has the highest proportion of people with formal qualifications (and the highest with tertiary qualifications) while Masterton and Carterton are below the national average.

Table 2: Key Demographic Indicators for Wellington Region

Demographic indicators	Households (Occupied Dwellings)	HH Size	Median income	Home ownership	Formal qualifications	Building consents
Carterton District	3,333	2.4	\$26,700	73.9	74.1%	73
Hutt City	36,213	2.7	\$31,500	66.2	79.5%	197
Kāpiti Coast District	20,703	2.3	\$26,900	74.5	80.5%	145
Masterton District	9,600	2.4	\$25,300	67.3	72.2%	66
Porirua City	17,013	3.0	\$31,400	63.9	79.1%	152
South Wairarapa District	4,035	2.3	\$28,800	72.2	77.1%	37
Upper Hutt City	15,132	2.6	\$32,000	72.1	79.2%	141
Wellington City	71,781	2.6	\$37,900	59.1	91.1%	623
Region	177,816	2.6	\$32,700	64.9	84.0%	1,573
New Zealand	1,570,695	2.7	\$28,500	64.8	79.1%	24,432

Source: Compiled from <http://www.stats.govt.nz/Census/2013-census/profile-and-summary-reports/quickstats-about-a-place.aspx?>

Figure 2: Household Size and Median Age



The chart above plots the relationship between household size and median age. There appears to be a clear relationship between the smaller household sizes and higher median age. In the rural areas of Wairarapa there are fewer young people, which raises the median age and reduces household size. This is similar to Kāpiti Coast where there are more retired people. This correlates to reduced average household size and an increase in the median age.

Porirua, by contrast, has the largest household size and a low median age, indicating the presence of young families. Wellington City has a relatively low household size and median age as a result of having a high proportion of working age population. In a waste management context, larger households generate more waste per household but less per capita.

As shown in Table 3 on the next page, in 2013 there were 185,400 households in the region, with approximately 40% of these located in Wellington City. The number of households is projected to grow to 220,000 by 2038.

Table 3: Households and Projected Household Growth

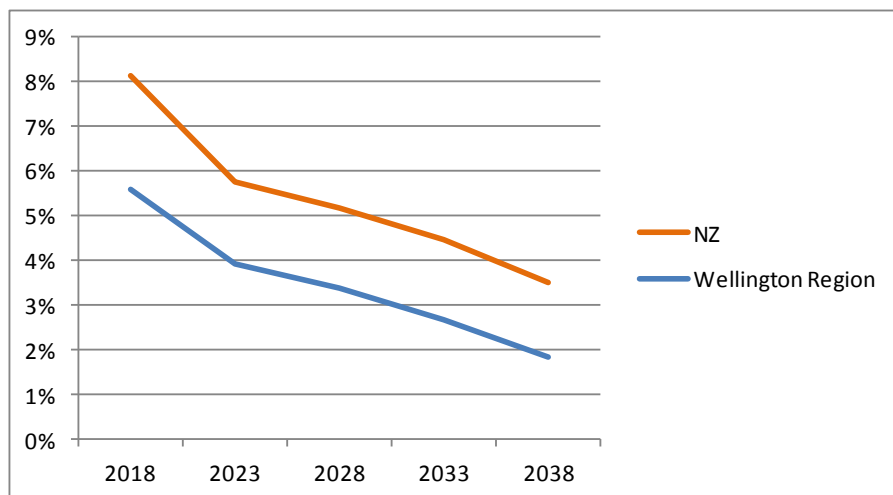
Number of households	2013	2018	2023	2028	2033	2038	% Per Annum
Kāpiti Coast District	21,600	22,700	23,700	24,700	25,500	26,200	0.8 %
Porirua City	17,800	19,000	19,800	20,500	20,900	21,200	0.7 %
Upper Hutt City	15,800	16,800	17,600	18,300	18,800	19,200	0.8 %
Lower Hutt City	37,800	39,000	40,000	40,700	41,200	41,200	0.3 %
Wellington City	74,700	79,400	82,900	86,400	89,600	92,200	0.8 %
Masterton District	10,000	10,500	10,700	10,800	10,900	10,800	0.3 %
Carterton District	3,500	3,900	4,100	4,300	4,400	4,500	1.0 %
South Wairarapa District	4,200	4,400	4,600	4,700	4,700	4,700	0.5 %
Wellington region	185,400	195,800	203,500	210,400	216,000	220,000	0.7%
New Zealand	1,648,500	1,782,700	1,885,400	1,982,600	2,071,000	2,144,000	1.1%

Source: http://www.stats.govt.nz/browse_for_stats/people_and_communities/Families/SubnationalFamilyandHouseholdProjections_HOTP13-38.aspx

Projections for household growth rate in Wellington region compared to New Zealand are shown in Figure 3 on the next page.

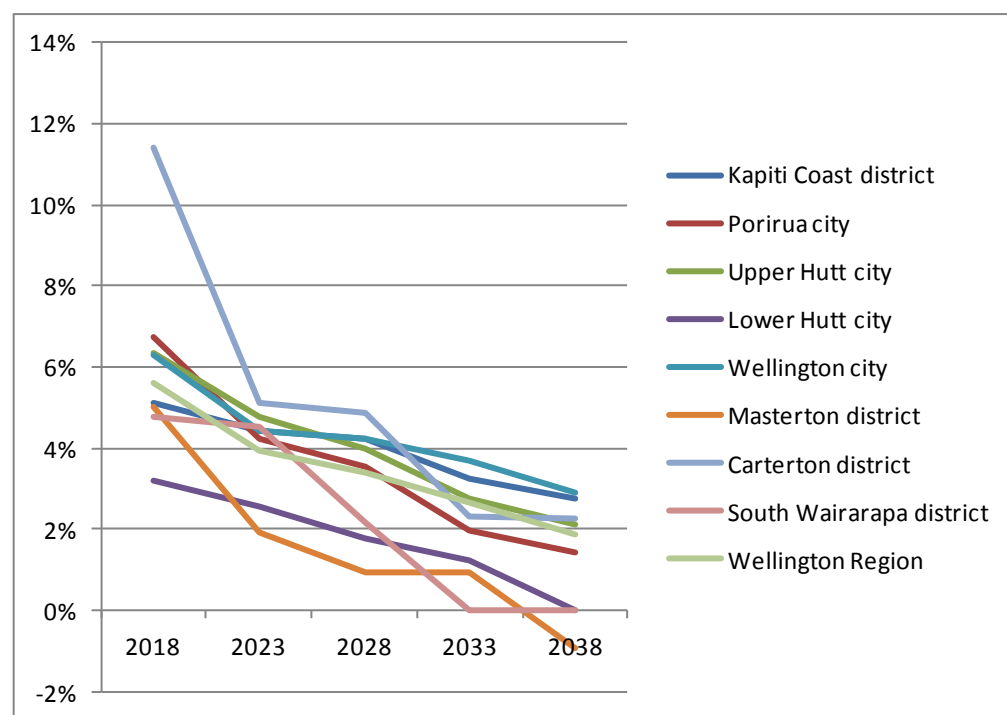
The projected pattern of growth for the region mirrors that for New Zealand as a whole, however Wellington is starting from a lower base level of growth (6% over 5 years compared to 8% nationally).

Figure 3: Regional and National Household Growth Rate Projections



The pattern for five-yearly growth intervals, by district, is shown in the chart below.

Figure 4: Household Growth Rate Projections by District



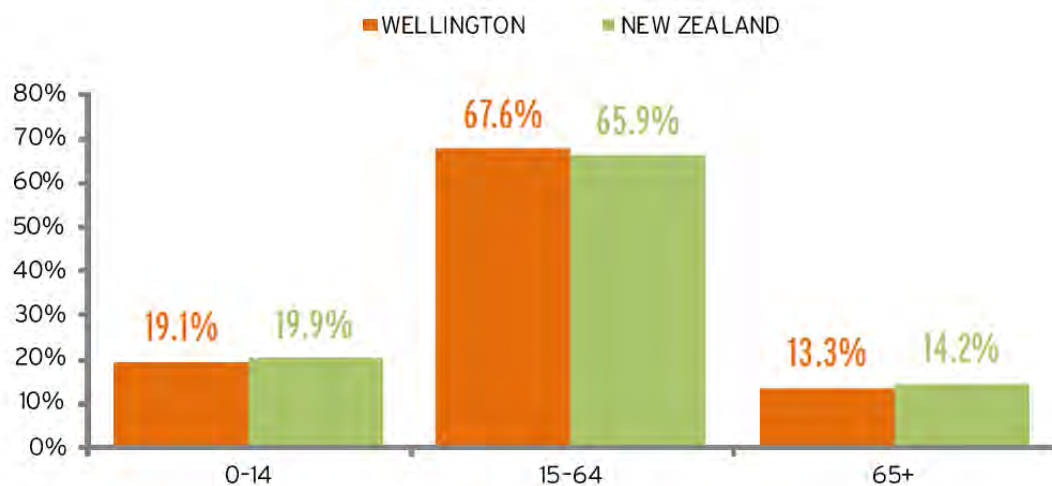
Source:

http://www.stats.govt.nz/browse_for_stats/people_and_communities/Families/SubnationalFamilyandHouseholdProjections_HOTP13-38.aspx

Carterton District is predicted to have the highest average annual growth rate over the next 23 years (1%), although growth is projected to be very high between 2013 and 2018 and fall away steeply after that. Wellington and Upper Hutt have the next highest rates of growth over the period, with both projected to grow by an average of 0.8%.

Masterton and Hutt City are expected to experience the least growth, with an average of 0.3%, and Masterton is projected to experience a net household loss by 2038.

Figure 5: Age Composition of Wellington Region (2013)



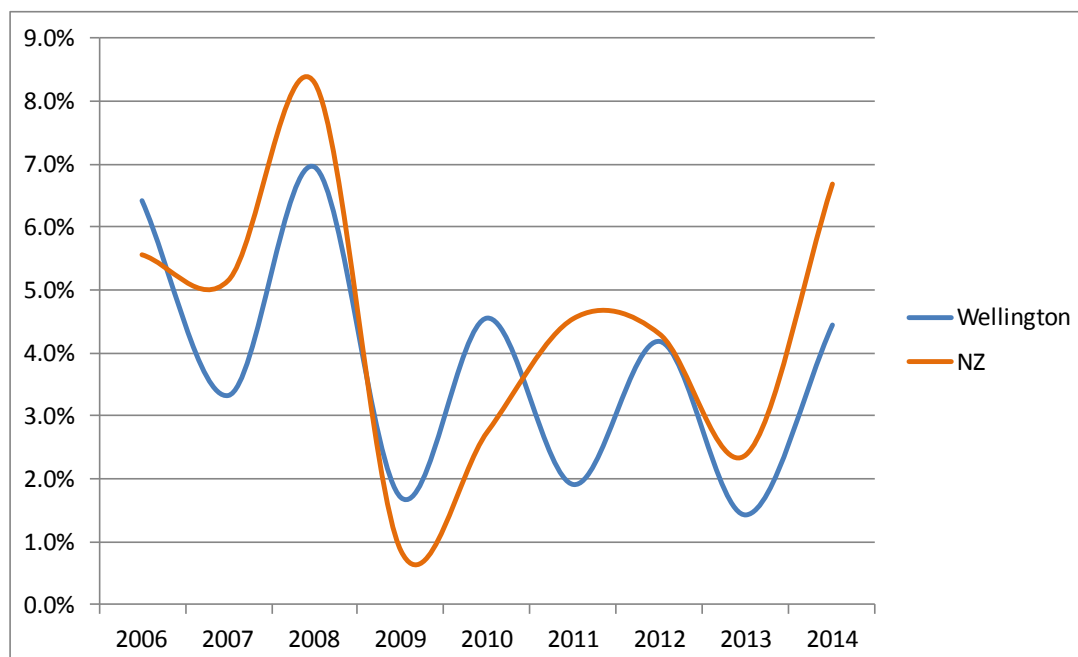
Source: Infometrics (2013) Annual Economic Profile: Wellington Region

Wellington has a median age of 35.3 years, which is significantly lower than the national median age of 37.1. Wellington has a higher proportion of working age people and slightly lower proportions of both young people and people over 65.

2.2 Economy

Gross domestic product (GDP) in the region increased by 4.4% in the year to March 2014 compared to 6.7% for New Zealand. The rate of growth has generally been less than the national rate but the pattern of growth has approximately tracked that of the country as a whole. This is shown in the chart below.

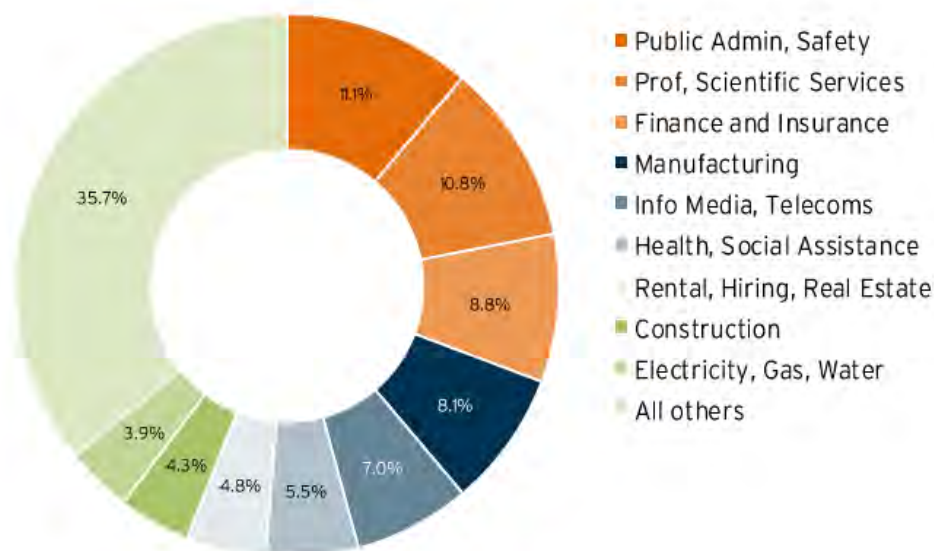
Figure 6: Gross Domestic Product Annual Average % Change



Source: Statistics New Zealand

The relative importance to the regional economy of different sectors is shown in the following chart, which maps share of GDP by industry type.

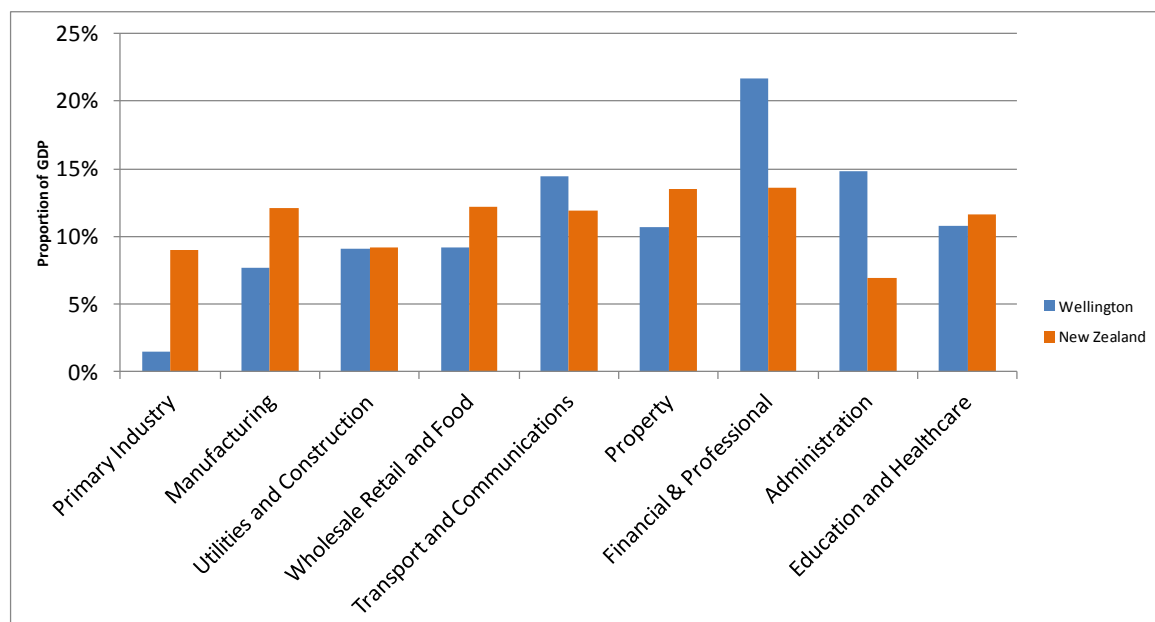
Figure 7: Share of Total Wellington Region GDP by Industry Type



Source: Infometrics. Wellington Annual Economic Profile 2013

The contribution of the different industry types to GDP in Wellington region are compared to New Zealand as a whole in Figure 8.

Figure 8: Wellington Region GDP by Industry Type Compared to NZ

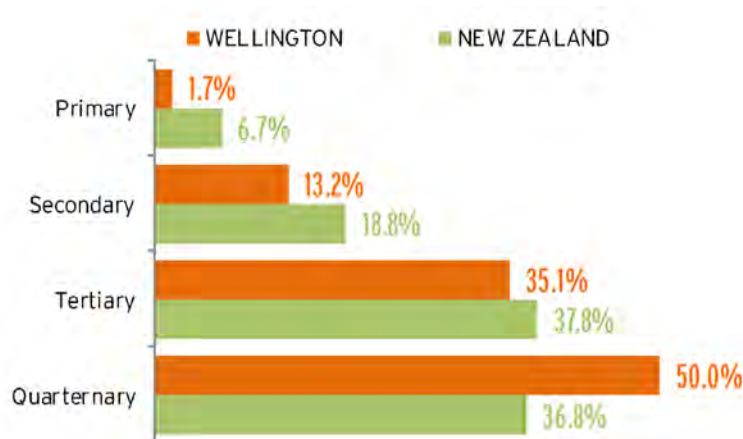


Source: Statistics New Zealand

Administrative and financial and professional services are the largest sectors of the Wellington region economy and play a much larger role compared to national-level figures. The sectors account for approximately one-third of GDP compared to approximately one-fifth across New Zealand as a whole. By contrast, primary industry

(farming, forestry, fishing and mining), and manufacturing play a substantially lesser role in the region's economy. From a waste management perspective, this would suggest that rural and industrial wastes are likely to be less significant contributors to waste generation and that there will be more office worker-generated waste. The importance of these sectors varies across the region, however, with primary industry of significant importance in the Wairarapa and Kāpiti Coast, manufacturing more significant in the Hutt Valley, and the financial, professional, and administration sectors dominant in Wellington City.

Figure 9: Employment by Broad Sector



Source: Infometrics. Wellington Annual Economic Profile 2013

The broad structure of the economy is also reflected in the employment profile of the region, with under-representation most notable in the primary and secondary sectors and over-representation in the quarternary sector.

In terms of employment creation, the largest area of absolute growth has been in professional, technical, and environmental services (1008 jobs in 2013), while the largest area of relative growth was in mining (20.9%) followed by Agriculture forestry and fishing (6.1%) and Electricity Gas Water and Waste Services (4.3%). Administrative and Support services suffered the largest decline in jobs both in absolute (1,435 jobs) and relative terms (10.2% decline in job numbers)²

² Infometrics. Wellington Annual Economic Profile 2013

Figure 10: Unemployment Rate in Wellington Region



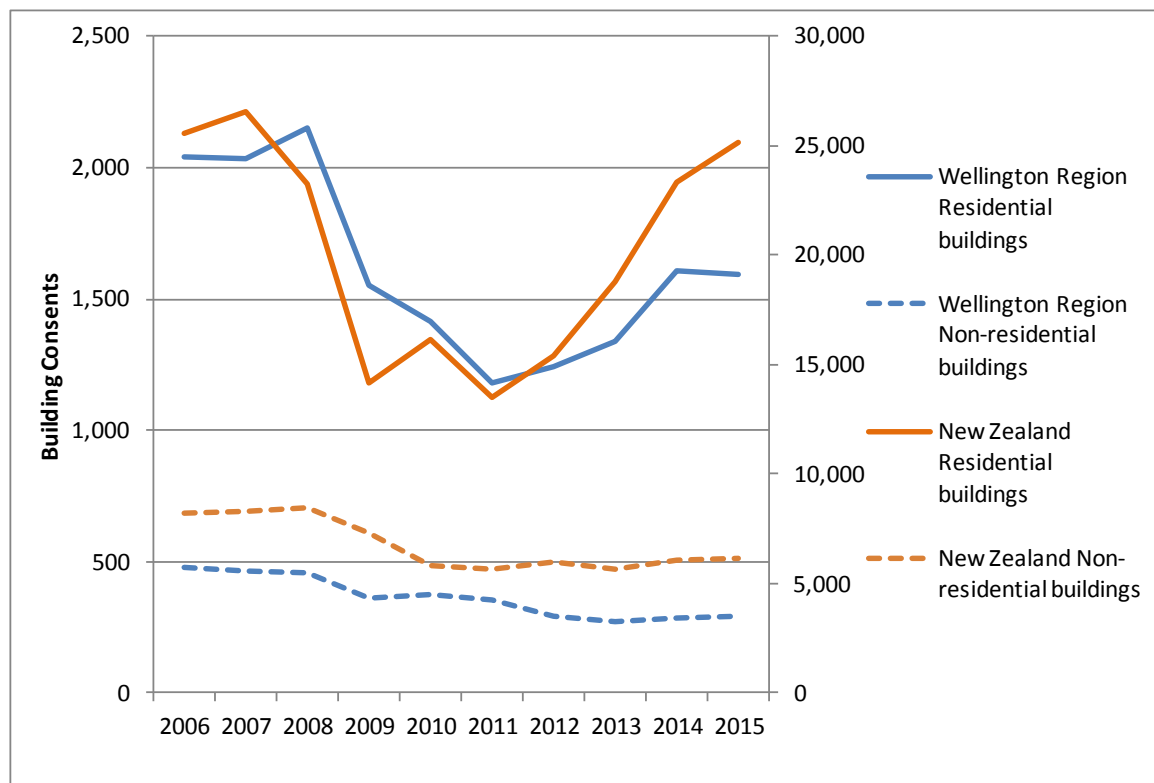
Source: Infometrics. Wellington Annual Economic Profile 2013

The above chart suggests that Wellington region has generally tracked below the national unemployment rate, with the exception being prior to the global financial crisis (GFC) in 2008-2009. The latest available unemployment figures show that this trend has continued, with unemployment at 6% nationally³ and 5.6 % for the region⁴.

³ <http://nzdotstat.stats.govt.nz/wbos/Index.aspx?DataSetCode=TABLECODE7080>

⁴ <http://wellington.scoop.co.nz/?p=80456>

Figure 11: Building Consents over Time



Source: <http://www.stats.govt.nz/infoshare/ViewTable.aspx?pxID=7a47932e-7c21-40f4-bb94-5d9bf1003da3>

Building consent activity was highest prior to the GFC in 2008-2009, which saw a dramatic fall in building activity – particularly residential activity. Residential building activity has recovered somewhat in the region but appears to have plateaued from 2014-2015 while it continues to grow for New Zealand as a whole (driven largely by Auckland housing growth). Non-residential construction also fell from the pre-GFC high and, while it has remained steady, has not recovered in either the Wellington region or the country as a whole.

2.3 Implications of Economic and Demographic Trends

The Wellington region is a high-performing part of the New Zealand economy, with higher per capita and household incomes compared to the national average. However, this level of prosperity masks significant variation across the districts. Wellington City has the highest median income in NZ, (which has helped the region to also have the highest median income for a region), while a number of districts – Carterton, Kāpiti Coast and Masterton have median incomes below the national average.

Wellington's economy is powered to a large degree by the public and administrative sectors, which make up the largest employers and contributors to GDP. This sector appear to add a degree of stability to the local economy which, while mirroring national patterns, has not experienced the same extremes of growth and contraction as the country as a whole.

While there is an industrial base, predominantly in the Hutt Valley, this is a smaller part of the Wellington region economy compared to NZ as a whole. Similarly, primary production is largely confined to the Wairarapa and Kāpiti Coast. Industrial and primary processing waste are therefore likely to make up a smaller fraction of the waste production in the region than in other regions. It is worth noting that because many industrial waste streams are relatively homogeneous, and are generated in quantities that are economically viable, they are often easier to target for recovery. These types of waste minimisation gains may not, therefore, be readily achievable for the region. While the administrative sector produces relatively low levels of waste, there can still be substantial quantities of materials such as paper, e-waste, furniture, and construction and demolition waste generated.

Population and the numbers of households are expected to increase at 0.7% per annum across the region over the next 20-25 years, which is below the national projected rate of 1.1%. The projections show a steady decline in the rate of growth over time. These figures again hide some disparity across the districts, with Masterton projected to enter a period of negative household growth in 20 years and South Wairarapa to remain static.

The absolute growth in population and economic activity in the region is likely to lead to increased waste generation. Household waste generation is linked to retail spending and population; both of these metrics are growing, although the impact is not expected to be substantial. Although Wellington has an age structure skewed towards the working population, the population as a whole is ageing and lower numbers of people are living in each household. These are long-term trends that are common in many parts of New Zealand. These trends are likely to result in lower waste being generated per household – although higher waste generation per capita, as smaller households typically generate more waste per capita than larger households. Design of waste services should take into account that, in the future, a larger number of households will generate less waste.

The construction sector is relatively waste-intensive. Construction and demolition activity can generate substantial quantities of relatively dense material, much of which is recoverable, such as brick and concrete, timber, plasterboard, and metal. While this sector does not appear to have matched the levels of growth in New Zealand as a whole, it is still growing and will likely continue to grow in line with household growth. Other sectors of the economy, such as tourism, are not anticipated to grow significantly and will have a limited impact on waste generation rates.

3.0 Waste Infrastructure

This section provides a summary of key strategic waste facilities that currently service households and businesses in the Wellington region.

Figure 12: Map of Key Waste and Recovery Facilities in Wellington Region



3.1.1 Class 1 Landfills

There are three Class 1 landfill disposal facilities⁵ within the region. These are referred to as “disposal facilities” in the WMA. In addition, there is Bonny Glen landfill, which is located outside of the region in the Rangitikei District but which serves councils in the Wairarapa, and the Horowhenua District Council-owned Class 1 landfill in Levin, which accepts waste from Kāpiti Coast District. There are a further thirteen transfer stations that accept waste and or recyclable materials that is bulked for transport to further disposal or recovery. Key data on the facilities is shown in the table on the next page.

⁵ Based on definitions in the Technical Guidelines for the Disposal to Land, WasteMINZ, April 2016

Table 4: Disposal Facilities Used by Wellington Region Operators

Facility Name & Owner	Location	Approx annual quantity accepted (tonnes)	Consent Expiry/Fill Date	Advertised General Waste Gate Fee
Southern landfill (WCC)	Happy Valley, Wellington	80,000	Current cell capacity to approx 2025. Valley capacity for 100yrs	\$121.80
Silverstream landfill (HCC)	Upper Hutt	100,000	Consented to 2055	\$118.00
Spicers landfill (PCC)	Porirua	45,000	Consented to 2030, capacity to 2045	\$129.00
Bonny Glen landfill (Mid West Disposals)	Rangitikei District (outside of region)	Up to 250,000	Consented to 2050	\$166.18 ⁶
Levin landfill (Horowhenua DC)	Horowhenua District (outside of region)	30,000	Consented to 2037	\$163.50

In aggregate, the region is well-served in terms of the number of available Class 1 landfills and the remaining capacity of those facilities. The three landfills located in the region all have substantial remaining capacity at existing fill rates, with Spicers having capacity for another 30 years, Silverstream for 40 years, and Southern potentially 100 years. Having three major landfills within the region makes Wellington region the best-served region of the country for landfill space. However, the ability to practically access these facilities is constrained by geography. The Rimutaka Range means access to these facilities from the Wairarapa is not only difficult but unreliable, due to weather and road closures. Similarly, Kāpiti Coast is able to more easily access the Levin disposal facility.

The table below shows the approximate distances to each landfill from the centre of each TA area.

⁶ Bulk charge at Wairarapa transfer stations that take material to Bonny Glen

Table 5: Travel Distances (km) to Lower North Island Landfills

Travel distances (km)	Southern landfill	Silverstream landfill	Spicers landfill	Bonny Glen landfill	Levin landfill
Carterton	91	61	85	155	146
Hutt	24	12	29	161	91
Kāpiti	64	52	42	111	42
Masterton	106	76	100	142	133
Porirua	28	25	5	142	73
South Wairarapa	88	60	82	183	112
Upper Hutt	41	11	35	142	73
Wellington	8	28	24	162	93

3.1.2 Refuse Transfer Stations & Recycling Centres

As well as being able to take waste and recoverable material direct to the landfills, waste and recycling collectors and members of the public have access to thirteen refuse transfer stations and recycling centres that consolidate material before transport to disposal or recovery. These are shown in the table below. In addition, the three Class 1 landfills in the region allow public access and provide facilities for drop-off of waste, recycling, and compostable materials.

Table 6: Refuse Transfer Stations and Recycling Centres

Facility Name & Location	Owner/ Operator	Hours and Public Access	Material Range ⁷
Seaview Recycle & Transfer Station (Hutt City)	Waste Management NZ Ltd	Monday - Saturday 7.30am - 5.00pm Sunday and Public Holidays 8.30am - 4.30pm	Refuse Recycling Greenwaste
Otaihanga Resource Recovery Facility (Kāpiti Coast)	Kāpiti Coast DC/ Midwest Disposals Ltd	Monday to Saturday 8.00am to 5.00pm Sunday and Public Holidays 9.00am to 5.00pm	Refuse Recycling Greenwaste
Waikanae Greenwaste and Recycling Centre (Kāpiti Coast)	Kāpiti Coast DC/ EnviroWaste Services Ltd	Monday to Saturday 8.00am to 5.00pm Sunday and Public Holidays 9.00am to 5.00pm	Recycling Greenwaste

⁷ A table of fees and charges and the range of materials accepted is provided in Appendix A.6.0

Facility Name & Location	Owner/ Operator	Hours and Public Access	Material Range ⁷
Ōtaki Refuse Transfer Station (Kāpiti Coast)	Kāpiti Coast DC/ EnviroWaste Services Ltd	Monday to Saturday 8.00am to 5.00pm Sunday and Public Holidays 9.00am to 5.00pm	Refuse Recycling Greenwaste
Martinborough Transfer Station (South Wairarapa District)	SWDC / Wairarapa Environmental	Wednesday 1.00pm – 3.00pm Saturday 10.00am – 4.00pm Sunday 10.00am – 1.00pm	Refuse Recycling Greenwaste
Greytown Recycling Station (South Wairarapa District)	SWDC / Wairarapa Environmental	Tuesday 1.00pm – 3.30pm Saturday 10.00am – 12.00pm Sunday 10.00am – 1.00pm	Recycling Greenwaste
Featherston Recycling Station (South Wairarapa District)	SWDC / Wairarapa Environmental	Thursday 11.00am – 3.00pm Saturday 11.00am – 3.00pm Sunday 11.00am – 3.00pm	Recycling Greenwaste
Pirinoa Recycling Station (South Wairarapa District)	SWDC / Wairarapa Environmental	Wednesday 1.00pm – 3.00pm Saturday 10.00am – 12.00pm Sunday 4.00pm – 6.00pm	Recycling Greenwaste
Castlepoint (Masterton District)	Masterton DC / Wairarapa Environmental	Wednesday 9:00am - 12:00noon Sunday 11:00am - 3:00pm	Refuse Recycling Greenwaste
Riversdale (Masterton District)	Masterton DC / Wairarapa Environmental	Wednesday 1:30pm - 4:30pm Sunday 1:30pm - 4:30pm Sundays during December, January and February 1:30pm - 7:30pm	Refuse Recycling Greenwaste
Masterton (Masterton District)	Masterton DC / Wairarapa Environmental	Monday to Friday 7:30am - 4:30pm Masterton Saturday 8.30am - 4.30pm Masterton Sunday & Public Holidays 10.00am - 4.00pm	Refuse Recycling Greenwaste
Dalefield Road Transfer Station (Carterton District)	Carterton DC / Wairarapa Environmental	Mon – Saturday 9am - 11am Sunday 2.30 pm - 4.30 pm	Refuse Recycling Greenwaste
Woods Waste (Ngāio, Wellington)	Woods Waste	No public access	Refuse Recycling

3.1.3 Closed Landfills

Most closed landfills in the Wellington region have become open space areas and are used as sports fields or passive recreation reserves. In many cases, the extent of the fill in the closed landfill is not known with any degree of accuracy. There are approximately 80 closed landfill sites in the Wellington region, of which 33 are within Wellington City Council area.

3.1.4 Cleanfills (Class 2-4 Landfills)

The Greater Wellington Regional Council describes cleanfills and their management within the region as follows:

As the name suggests, cleanfills can only accept clean "non-polluting" waste. This means that material like concrete, dirt, bitumen and some construction rubble is ok. Materials like household rubbish, old timber, car wrecks, reinforcing steel or corrugated iron is not ok. Non-clean waste must be disposed of at a landfill.

Cleanfill operations don't have problems with leachate, landfill gas, odour, rats and so on. This means that, provided they only accept clean waste, the Regional Council doesn't require any resource consent for them to operate. Landfills must have site-specific management plans and the Regional Council requires them to make sure that contaminants in the waste do not leak out and pollute the environment, or affect people's health.

Cleanfills are controlled in the Regional Plan for Discharges to Land. Discharges of dust associated with cleanfills are controlled in the Regional Air Quality Management Plan. The deposition of material in rivers and lakes is controlled in the Regional Freshwater Plan. The deposition of material in the coastal marine area is controlled in the Regional Coastal Plan.⁸

The Greater Wellington website also references the MfE's 2002 "A Guide to the Management of Cleanfills". In the document, "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.*

⁸ <http://www.gw.govt.nz/Cleanfills/>. Management of air quality, freshwater and coastal issues is expected to be brought together under the proposed Natural Resources Plan

In April 2016, the Waste Management Institute of New Zealand (WasteMINZ) released the final version of *Technical Guidelines for Disposal to Land*. These guidelines set out new standards for disposal of waste to land and, if the Regional Council implements the new guidelines, then there will be significant changes to the operation of cleanfill sites in the region, including tighter controls. In the 'Technical Guidelines for Disposal to Land' (2016)⁹ the following definitions are given:

Class 1 - Landfill

A Class 1 landfill is a site that accepts municipal solid waste as defined in this Guideline. 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 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 nonhazardous 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

⁹ Technical Guidelines for the Disposal to Land. WasteMINZ , April 2016

as defined in these Guidelines. 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:

- Waste acceptance criteria comprise:· a list of acceptable materials; and*
- · maximum ancillary biodegradeable 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.*

For Class 2 landfills, leachability testing should be completed to provide assurance that waste materials meet the WAC.

Class 3 Landfill – Managed/Controlled Fill

A Class 3 landfill accepts managed fill materials as defined in these Guidelines. 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 - Cleanfill

Class 4 landfill accepts only clean fill material as defined in these Guidelines. The principal control on contaminant discharges to the environment from Class 4 landfills 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 comprises:

- *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 4 landfill should pose no significant immediate or future risk to human health or the environment.

The WAC for a Class 4 landfill 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 4 landfill 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.

For some types of waste, Class 2-4 landfills are competing directly with Class 1 landfills. However, Class 2-4 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 2-4 landfills also have much lower compliance costs than landfills. Because of these differing cost structures, cleanfills charge markedly less for disposal than Class 1 landfills. In Wellington charges for depositing cleanfill materials currently average approximately \$10 per cubic metre.¹⁰

The currently consented and active Class 2-4 landfills sites in the region are listed in Table 7.

Table 7: Consented and Active Class 2-4 Landfills

Name/Operator	Location	Class	Consent Expiry (earliest applicable)
Carterton Transfer Station	Dalefield Road, Carterton District	4	
T&T Landfill	289 Happy Valley Rd, Owhiro Bay, Wellington 6023	4	Jun 2049
C&D Landfill	Landfill Rd, Happy Valley, Wellington City	2	Jun 2026
Masterton landfill	Nursery Rd, Masterton District	4	Sep 2045
Colonial Knobb Farm Holdings Ltd	32 Broken Hill Road, Porirua, City	4	Sep 2039
Kalanmac Holdings Ltd	Kiln Street, Silverstream, Upper Hutt City	4	
Wainuiomata landfill (closed landfill)	Coast Road, Wainuiomata, Hutt City	4	Oct 2019
Higgins Quarry	Kāpiti Coast District	4	Feb 2049

The consent conditions for each of these sites are different. For example, the range of materials which can be disposed of at each site may vary as well as reporting requirements, and permitted discharges.

¹⁰ Personal communication with C&D Landfill and T&T Landfill, Nov 2015

While there are a large number of consented fill sites, the number of these that are actively accepting material at any one time is difficult (if not impossible) to estimate. Many fill sites accept material for limited periods of time, meaning sites are continually opening and closing.

3.1.5 Assessment of Residual Waste Management Infrastructure

While the region is well-served in terms of disposal facility infrastructure overall, access to those facilities is restricted in certain areas – most notably the Wairarapa, which sends material for disposal to Bonny Glen – 150km away. Similarly, cleanfill disposal access is uneven with some areas having no immediate access to consented fills.

3.2 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 a number of participants in the Wellington region's hazardous waste market. Table 8 contains known hazardous waste operators in the region.

Table 8: Hazardous Waste Operators

Name	Location
Chemwaste Industries (part of EnviroWaste Technical Services Ltd)	Seaview, Hutt City
Enviropaints Ltd	Ōtaki, Kāpiti Coast
Waste Management Technical Services	Seaview, Hutt City
InterWaste Services	Broken Hill Rd, Porirua
Dawson Waste Services	Owhiro Bay, Wellington
Waste Petroleum Combustion (Oil Recovery ¹¹)	Throughout North Island

Domestic quantities (up to 20kg or 20 litres) of hazardous waste may be dropped off at the Hazmobile (supported by the Greater Wellington and Hutt Valley Councils) when it is in service.

The Hazmobile will accept:

- Paint, stains and varnishes
- Paint stripper
- Petrol and oil
- Thinners and degreasers
- Garden chemicals
- Cleaning chemicals
- Gas cylinders
- Fluorescent bulbs
- Batteries
- Pool chemicals

The Hazmobile does not accept electronics, asbestos, medical waste or needles, ammunition, or explosives.¹²

In addition, some of the Councils' resource recovery facilities offer drop-off facilities for domestic quantities of hazardous waste.

Hazardous waste from commercial operations, or hazardous waste that is not accepted at the Councils' landfill facilities, can be handled by the commercial hazardous waste operators.

The Agrecovery Rural Recycling programme operates in the Wellington region with drop-off points at Martinborough, Masterton, and Ōtaki. This programme provides New

¹¹ <http://www.oilrecovery.co.nz/waste-oil-collection-recovery/regular-collection/>

¹² <http://www.gw.govt.nz/Got-hazardous-waste-Go-to-the-Hazmobile-/>
<http://www.eventfinda.co.nz/2015/hazmobile/lower-hutt>

Zealand's primary sector with responsible and sustainable systems for the recovery of 'on farm' plastics and the disposal of unwanted chemicals. It currently provides three nationwide programmes:

- **Containers** for the recovery of agrichemical, animal health and dairy hygiene plastic containers
- **Wrap** for the recovery of used silage wrap and pit covers
- **Chemicals** for the disposal of unwanted and expired chemicals in agriculture

The Masterton District Council site at Nursery Road accepts domestic quantities of "hazardous" waste that are periodically removed from the site by a licensed contractor, who provides certification of its disposal.

3.3 Recycling and Reprocessing Facilities

Waste processing and recycling facilities that handle materials collected in the Wellington region are listed in the following table.

Table 9: Details of Facilities

Facility Type	TA Area	Materials	Description
Composting	Wellington	Accepts food waste and greenwaste	Capital Compost. Static pile windrow, Southern landfill
	Kāpiti	Accepts greenwaste	Composting NZ. Static pile windrow
	Masterton	Accepts greenwaste	Nursery Road, Static pile windrow
	Hutt City	Nappies and greenwaste	Envirocomp, Hot Rot in-vessel
C&D Waste	Wellington	Timber, metal, concrete, brick etc.	Woods Waste -
Drop Off	Hutt City	Cans, bottles, paper and card	4 Council drop off sites
		Used paint	2 Paintwise paint drop off points
		Nappies	1 Envirocomp site
		Soft plastics (plastic bags)	Various retail sites (Warehouse, NW and Pak'nSave)
	Kāpiti	Used paint	1 Paintwise paint drop off point
		Soft plastics (plastic bags)	Various retail sites (Warehouse, NW and Pak'nSave)
		Household hazardous	Otaihanga RRF
	Masterton	Used paint	1 Paintwise paint drop off point

Facility Type	TA Area	Materials	Description
Drop-off		Soft plastics (plastic bags)	Various retail sites (Warehouse, NW and Pak'nSave)
		Farm plastics	1 Agrecovery site
	Porirua	Used paint	1 Paintwise paint drop off point
		Soft plastics (plastic bags)	Various retail sites (Warehouse, NW and Pak'nSave)
	South Wairarapa	Cans, bottles, paper and card	2 Council drop off sites
		Farm plastics	1 Agrecovery site
	Upper Hutt	Used paint	1 Paintwise paint drop off point
		Nappies	1 Envirocomp site
		Soft plastics (plastic bags)	Various retail sites (Warehouse, NW and Pak'nSave)
		Greenwaste	Taken to CNZ in Paraparaumu
	Wellington	Used paint	4 Paintwise paint drop off points
		Nappies	8 Envirocomp sites
		Soft plastics (plastic bags)	Second Treasures (Southern Landfill) and Various retail sites (Warehouse, NW and Pak'nSave)
		E-waste (drop off)	Second Treasures (Southern landfill)
E-waste processing	Wellington	E-waste dismantling, refurbishment and reuse	ReMarkIT
	Hutt City	E-waste	IT Recycla
	Masterton	E-waste dismantling, refurbishment and reuse	Wairarapa Resource Centre
	Upper Hutt	E-waste dismantling, refurbishment and reuse	Earthlink
Glass processing	Kāpiti	Glass crushing and paving manufacture	Silaca Glass Crushers
Hazardous	Hutt City	Hazardous and chemical wastes	Transpacific, Gracefield

Facility Type	TA Area	Materials	Description
MRF	Porirua	Hazardous quarantine and medical waste	Broken Hill Rd, Porirua
	Wellington	Free drop off of domestic hazardous wastes	Up to 20L /kg per visit, Southern landfill
	Hutt City	Kerbside collected mixed recyclables	2 Facilities: OJI MRF, WAM MRF
	Masterton	Further separation of kerb sorted recyclables	Wairarapa Environmental MRF
Other organic	Wellington	Food rescue	Kaibosh and Kiwi Community Assistance
Plastics Reprocessing	Porirua	Polystyrene	Poly Palace. Remanufacture into panel insulation products
Reuse Stores	Hutt City	Building materials	Various
		Household items	EarthLink
		Cartridges	Cartridge World
		Car parts	Various
	Kāpiti	Household Items	
		Building materials	Kāpiti Building Recyclers Ltd, Ace Building Recycle Barn
		Household items	Otaihanaga RRC, and Ōtaki RTS
		Cartridges	Cartridge World, Second Image
		Car parts	Various
	Masterton	Building materials	Renovators Ltd, Rummages
		Household Items	Wairarapa Resource Centre
	Porirua	Building materials	The Building Recyclers
		Household items	Trash Palace
		Cartridges	Cartridge World
		Car parts	Various
	Upper Hutt	Building materials	Ironman Building Recyclers, James Henry Joinery
		Cartridges	Cartridge World
		Car parts	Various
	Wellington	Building materials	No.8 Recyclers
		Household items	Second Treasures (Southern landfill)
		Cartridges	Cartridge World
		Car parts	Various

Facility Type	TA Area	Materials	Description
Scrap Metal	Hutt City	Ferrous and non-ferrous	Macaulay Metals, Ingot Scrap Metals, Sims Pacific, General Metal Recyclers, Total Recycling Ltd
	Kāpiti	Ferrous and non-ferrous	Rameka Metal Recyclers Ltd
	Masterton		Wairarapa Scrap Metals Ltd
	Porirua		Ingot Scrap Metals, Wellington Scrap Metals
	Upper Hutt		Upper Hutt Metals
	Wellington	Ferrous and non-ferrous	Wellington Scrap Metals
Rendering	Wellington	Animal by-products from meat processing	Taylor Preston Ltd

3.3.1 Assessment of Recycling and Reprocessing Facilities

While the region has a good range of recycling and reprocessing facilities, overall the ability to access these from all parts of the region is restricted.

To date there has been a notable issue in respect of the provision of recyclable material recovery facilities (MRF). While there are three facilities (one in Masterton and two in Seaview, Hutt City), access to these has been restricted to the facility operators and their direct contractors. This has impeded competition in the private recycling collection market, with one operator having to transport collected recyclable material to Palmerston North for processing, adversely affecting the economics of their service. During the course of developing this Waste Assessment, one of the MRF operators, OJI, initiated the construction of a new larger, automated MRF with sufficient capacity to accept material from around the region, and from different operators. At the time of writing the facility had been constructed and was undergoing testing. It is expected to become fully operational in before the end of-2016.

Organic waste processing facilities are also unevenly spread, with garden waste collected in the Hutt Valley and Porirua being transported to Paraparaumu for composting. While the Capital Composting facility at Southern landfill accepts food waste for processing in windrows, the quantity of food waste processed is small, and there is not a facility in the region that would be capable of, for example, processing large amounts of recovered food and catering waste or biosolids.

Construction and demolition (C&D) waste sorting facilities are not well represented. Woods Waste operates out of Wellington central and some materials are separated at Southern landfill and at C&D landfill, but there is a notable lack of dedicated C&D sorting and processing facilities. These facilities separate out metals, wood, concrete and brick, plasterboard, and some plastics for recovery.

While there is a range of drop-off facilities provided across the region, there is no standardisation of these facilities and the range of materials that are accepted is variable.

Similarly, reuse stores are variable and generally dependent on the presence of local community groups for their operation.

Within the context of current legislative and policy arrangements, there is reasonable provision for e-waste collection and recovery within the region – although still room for greater levels of recovery.

The recovery of polystyrene has been led by Poly Palace and WAM at Seaview RTS. It is understood that Poly Palace has recently announced its closure. While other plastics are collected for processing there is no local processing market for these materials.

4.0 Waste Services

4.1 Council Waste Services

4.1.1 Council-contracted Collection Services

The tables below outline the key Council-provided refuse and recycling collection services.

4.1.1.1 Kerbside Collection of Refuse

Table 10: Council Kerbside Refuse Collections

Council	Kerbside collection service	Charges/funding	Refuse collection contractor	Contract review dates
Carterton District Council	User pays bags (weekly)	\$2.70	Earthcare Environmental Ltd.	2017
Hutt City Council	User pays bags (weekly)	\$2.50	Transpacific Allbrite	Dec 2019
Kāpiti Coast District Council	No Council service	N/A	N/A	N/A
Masterton District Council	User pays bags (weekly)	\$3.20	Earthcare Environmental Ltd.	2017
Porirua City Council	User pays bags (weekly)	\$2.50	Waste Management NZ Ltd	1/09/2011 3 years +1+1
South Wairarapa District Council	User pays bags (weekly)	\$8 /10pk (part rates funded)	Earthcare Environmental Ltd.	2017
Upper Hutt City Council	User pays bags (weekly)	Varies.	Waste Management NZ Ltd	30 October 2016 + 2
Wellington City Council	User pays bags (weekly)	\$2.50	EnviroWaste Services Ltd	Expiry:2nd August 2019 Rights of Extension: 3 years after

4.1.1.2 Kerbside Recycling Collection

Table 11: Council Kerbside Recycling Collections

Council	Kerbside collection service	Materials	Refuse bag/wheelie bin collection contractor	Contract review dates
Carterton District Council	Kerb sort 2 55L crates (paper & card separate) (weekly)	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	Earthcare Environmental Ltd.	2017
Hutt City Council	Kerb sort 55L crate (weekly)	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	Transpacific Allbrite	Dec 2019
Kāpiti Coast District Council	Private service provision	Through bylaw provisions, private service providers must collect: paper, cardboard, glass bottles, plastic containers 1-7, steel and aluminium cans	N/A	N/A
Masterton District Council	Kerb sort 2 55L crates (paper & card separate) (weekly)	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	Earthcare Environmental Ltd.	2017
Porirua City Council	Kerb sort 60L crate (weekly)	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	Waste Management NZ Ltd	1/09/2011 3 years +1+1
South Wairarapa District Council	Kerb sort 2 55L crates (paper & card separate) (weekly)	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	Earthcare Environmental Ltd.	2017
Upper Hutt City Council	Private service provision	N/A	N/A	N/A

Council	Kerbside collection service	Materials	Refuse bag/wheelie bin collection contractor	Contract review dates
Wellington City Council	2 stream: glass in 45L crate, mixed in 140L wheeled bin or recycling bag	Paper, cardboard, glass bottles, plastic containers 1-7*, steel and aluminium cans	EnviroWaste Services Ltd	Expiry: 2nd August 2019 Rights of Extension: 3 years after

*Excluding polystyrene (plastic number 6)

The data on Council-provided services from the previous two tables is summarised in the two following tables.

Table 12: Summary of Council Services




	Rubbish		Recycling	
	Containers	Charges (RRP)	Containers	Materials
Carterton		\$2.70	 	Paper, glass, cans, plastic 1-7
Hutt		\$2.50	 	Paper, glass, cans, plastic 1-7
Kāpiti	Services provided by private sector			
Masterton		\$3.20	 	Paper, glass, cans, plastic 1-7
Porirua		\$2.50	 	Paper, glass, cans, plastic 1-7
South Wairarapa		\$0.80	 	Paper, glass, cans, plastic 1-7
Upper Hutt		Varies	Services provided by private sector	
Wellington		\$2.50	 	Paper, glass, cans, plastic 1-7

Table 13: Summary of Council Contracts and Renewal Dates

Council (consent expiry)	Refuse Collection	Recycling Collection	RTS/RRC	Composting	Transport	Landfill
Carterton	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	
Hutt	Waste Management NZ Ltd (2019)	Waste Management NZ Ltd (2019)	Earthlink			Waste Management NZ Ltd (2021)
Kāpiti			Otaihanaga lease Midwest (2023) Waikanae Composting NZ (2017) Ōtaki ESL (2018)	Composting NZ (2022)	EnviroWaste Services Ltd (ongoing)	Otaihanaga cleanfill & biosolids Composting NZ (2016)
Masterton	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	
Porirua	Waste Management NZ Ltd (2016)	Waste Management NZ Ltd (2016)	Metallic Sweepings Ltd			EnviroWaste Services Ltd (2018)
South Wairarapa	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	Earthcare Environmental (2017)	
Upper Hutt	Waste Management NZ Ltd (2018)					
Wellington	EnviroWaste Services Ltd (2022)	Collection EnviroWaste Services Ltd (2022) Processing OJI (2026)	WCC Owner / Operator Kai to Compost Operations divested December 2015	WCC Owner / Operator		HG Leach (2019)

4.1.2 Waste Education and Minimisation Programmes

Most Councils in the region provide a level of waste minimisation education and support for community waste minimisation initiatives. These programmes generally promote appropriate waste management behaviour such as reuse, recycling, recovery, and treatment required.

Programmes that focus on raising awareness and encouraging positive action are implemented in the wider community, with schools, businesses and community groups, or at community events. They are commonly run in partnership with a range of agencies and organisations including EarthLink, Sustainability Trust, Greater Wellington Regional Council, Enviroschools Foundation, and Keep Porirua Beautiful.

Current educational initiatives undertaken by each of the councils is shown in the table below:

Table 14: Council Waste Education and Minimisation Programmes

Council	Schools	Community	Business
Carterton District Council		Waste minimisation advice Wairarapa Waste Management Environmental Awards	Promote Cleaner Production Wairarapa Waste Management Environmental Awards
Hutt City Council	World of Waste tours Enviroschools	Bike Tech (bike re-use) Eco Fashion Show	Greening your business Silver Lining (product redesign and use of recovered materials)
Kāpiti Coast District Council	Enviroschools	Eco Design Advisor (Sustainable home advice) Waste Reduction Grants	Waste Reduction Grants
Masterton District Council	Enviroschools Paper 4 Trees	Waste minimisation advice Wairarapa Waste Management Environmental Awards	Promote Cleaner Production Wairarapa Waste Management Environmental Awards
Porirua City Council	Trash Palace Education Programme Enviroschools	Support Trash Palace, public waste minimisation workshops (for example, composting and recycling workshops) for the local community Waste minimisation advice to households	Work with Porirua businesses to support waste minimisation and develop recycling systems

Council	Schools	Community	Business
		through various media Te Maara Community garden and community compost facility Support the annual Housing New Zealand Makeover week Reusable nappy hire service and reusable nappy making workshops,	
South Wairarapa District Council		Waste minimisation advice Wairarapa Waste Management Environmental Awards	Promote Cleaner Production Wairarapa Waste Management Environmental Awards
Upper Hutt City Council	Enviroschools	Website information and promotion via local newspapers	Subsidised waste audits for community and business Eco design advisor
Wellington City Council	Enviroschools Sustainability Trust Waste Audits 1 FTE Waste Education Officer providing school visits, landfill and Recycle Centre tours, compost workshops, free compost/worm farm resources Waste Minimisation Grant Fund & School Recycling Grant Fund	Waste Minimisation Grant Fund Landfill and Recycle Centre tours, educational stalls at events, free event recycling bins & hoods for use Website information Brochures	Waste Minimisation Grant Fund awarded to Sustainability Trust in 2015 to complete 10 business waste audits within the year

4.1.2.1 Wellington Region Waste Minimisation Education Strategy

In 2013, the combined Councils in the region produced the *Wellington Region Waste Minimisation Education Strategy* (WMES), which sets out a vision, aims and objectives and a range potential areas for combined action. The areas for action identified are summarised in the table below:

Education (E) Initiatives	Sectors		
	Residential	Businesses	Schools
E1: Organics	Organics investigation and subsequent WMES funding proposal. The key sectors to be addressed will be further clarified after a more detailed investigation of the regions organics waste stream. Interim promotion of diversion options for residents and businesses while the investigation is on-going.		Regional (or national) toolkits and programmes – investigate options and opportunities for promoting uptake of regionally available toolkits and programmes
E2: Paper			
E3: Plastics			
E4: Timber	Regional (generic) promotion of kerbside recycling	Working with business and the public to promote waste minimisation, thereby reducing waste related costs for consumers and businesses alike	
	Timber investigation (R11) and subsequent WMES funding proposal (if required) – acknowledging the very low cost of some C&D waste disposal options within the Wellington region as a potential barrier to local council influence in this area. Interim promotion of diversion options for residents and businesses while the investigation is on-going.		
E5: Events	Develop and promulgate regional resources for waste minimisation at events		
E6: Communications	The communication of consistent messaging using a common brand is important to ensure communities and businesses are able to recognise and easily access relevant and useful information. For example, generic promotion of kerbside recycling. This is also important for achieving stakeholder input and buy-in on shared/common goals		
E7: Littering	Investigate a regional approach to education on littering and promoting community led clean-ups		
E8: e-Waste	The promotion of reuse and recycle centres around the region		

4.1.3 Other Council Services

In addition to the services described above, there are other waste-related programmes and services provided by the Councils. All the Councils undertake rates-funded clean ups of illegal dumping, and provide litter bins in public places. Porirua City, Upper Hutt City, Hutt City, and Wellington City are all members of the Public Place Recycling scheme and provide public place recycling bins in key areas.

4.1.4 Solid Waste Bylaws

In addition to key strategic waste infrastructure assets, the Councils also have responsibilities and powers as regulators through the statutory obligations placed upon them by the WMA. The Councils operate 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.

Under the WMA, the Councils were required to review their waste bylaws by July 2012. Waste-related bylaws must not be inconsistent with the Councils' WMMPs. Table 15 summarizes the current scope of solid waste bylaws throughout the region.

Table 15: Solid Waste Bylaws - Wellington Region

Council	Date	Licensing provisions	Approved Containers	Restrictions on materials	Events	Collection requirements	Facility requirements
Carterton							
Hutt	2008		✓			✓	
Kāpiti	2010	✓	✓	✓ (haz)	✓	✓	
Masterton	2012	✓ ¹³		✓ (haz)		✓	
Porirua	2009		✓	✓		✓	✓
South Wairarapa	2012	✓ ¹³		✓ (haz)		✓	
Upper Hutt	2005	✓ ¹³		✓ (haz)		✓	✓
Wellington	2008		✓	✓		✓	✓

A number of the bylaws are very similar and use similar wording (e.g. Masterton and Upper Hutt), but overall there is little standardisation in what the bylaws cover and how they address key issues. Key issues that could be addressed through a more standardised approach to bylaws include:

¹³ The bylaw contains a clause requiring Council consent and providing for the Council to impose conditions but it is not a formal licensing clause

- Licensing of operators and facilities
- Restrictions on material that is collected and landfilled
- Definitions
- Allowance for technology change
- Events
- Tyres and other difficult wastes
- Controls over private collectors of residual wastes
- Collection containers (e.g. colours)
- Container restrictions (e.g. 240-litre wheeled bin bans)
- Multi-unit dwellings, rural waste
- Collection areas and days
- Cleanfills.

It is understood that the Councils of the region have agreed to progress the development of a regional solid waste bylaw (as approved by the Councils in 2011), and that work on this will be advanced within the period of the current WMMP. If the regional bylaw is in place by 2016/17, this will fall inside the timeframe for the statutory review of the Councils' current bylaws.

4.1.5 Funding for Council Services

Table 16: Summary of 2014/15 Annual Reports

Council	Expenditure (\$000)				Income (\$000)				
	Landfill/RTS	Collections	Other ¹⁴	Total	User Charges	General Rates	Targeted Rates	Levy & Other	Total
Carterton	\$405	\$291		\$695	\$187	\$189	\$340	\$29	\$745
Hutt*		\$8,062		\$8,062	\$13,888		-\$5,887	\$61	\$8,062
Kāpiti	\$682		\$1,034 ¹⁵	\$1,734	\$531		\$636	\$172	\$1,339
Masterton	\$2,139	\$576	\$732	\$3,447	\$2,516	\$308	\$466	\$157	\$3,447
Porirua	\$3,740	\$1,404		\$5,144	\$6,453	\$283	\$260	\$1,852	\$5,144
South Wairarapa*	\$1,093	\$384		\$1,477	\$318	\$718	\$432		\$1,468
Upper Hutt*		\$232		\$232	\$594		-\$363	\$1	\$232
Wellington	\$4,195	\$8,090	\$1,661	\$13,946	\$13,253	\$0	\$0	\$1,335	\$14,589

Source: Data provided by TAs except where indicated by * data from Annual Reports 2014/15

¹⁴ Includes a range of services including interest on capital, education, projects etc.

¹⁵ includes depreciation on capex loans of \$394,456 that is not funded through rates

The table above shows the different ways in which the Council's services are funded across the region. Expenses range from \$232,000 in Upper Hutt to \$13.9 million in Wellington City.

All Councils have some level of cost recovery through user-charges. In Hutt City, user-charges substantially exceed operating costs and result in approximate \$5.9 million being returned to general rates. This operating surplus is understood to be primarily from Silverstream landfill.

Upper Hutt City also produces a small surplus from income (also as a result of a return from Silverstream landfill). Upper Hutt does supply a Council-contracted refuse collection service, but this is understood to be cost-neutral, as the operator directly receives all bag sales income as compensation for providing the service.

Wellington largely breaks even, with user charges all but offsetting the costs of waste management and minimisation including refuse and recycling collections. Again landfill income is understood to be the primary source of income.

By contrast the Wairarapa Councils all have a much higher rates-burden from waste services, with South Wairarapa meeting nearly 80% of its costs through general and targeted rates while for Carterton it is in the order of 60%. This likely reflects a number of factors, including the costs of providing services to a predominantly rural district, and relatively high costs of transport and disposal for residual waste.

4.2 Current Joint Solid Waste Initiatives/Services

The Councils currently work together on a number of shared services initiatives. These include:

- Landfill ownership and management – Wellington and Porirua have joint ownership of Spicers landfill.
- Facility usage – Hutt and Upper Hutt– agreement for usage of Silverstream landfill, all Councils in the Wairarapa use Masterton's Nursery Road Resource Recovery Centre
- Bulk haulage – the Wairarapa councils have a joint agreement for haulage of waste to landfill
- Waste management and minimisation planning – all the Councils of the region are participating in the development of the waste assessment and joint WMMP
- Solid waste bylaws. Work is underway to develop a region-wide solid waste bylaw.
- Innovation, trials – disposal options for sewage sludge - Wellington City, Porirua City and Kāpiti Coast District
- Masterton, Carterton, and South Wairarapa Districts have a joint waste and recycling contract
- Waste Minimisation Education Strategy. Actions include Nappy Lady (Green Parenting) workshops, eco-mailbox stickers, zero waste events, video resources, and food waste investigation (which led to the national 'Love Food Hate Waste' campaign)
- Initiated the development of the national 'Love Food Hate Waste' campaign

4.2.1 Assessment of Council Services

4.2.1.1 Assessment of Collection Services

There is a range of collection services and approaches to the provision of these services. While there is some justification for tailoring local service provision to the needs of local communities, there is potentially substantial benefit in greater standardisation of these services and adoption of industry best practice.

While there is far from a consensus around best practice collection and processing systems, there is a convergence towards certain systems in new contracts – notably two-stream collection of recyclable materials, with glass collected separately (as is undertaken in Wellington City), and a growing move towards smaller (80-140-litre) wheeled bins for refuse.

A key issue is the implementation of the new Health and Safety at Work Act 2015, which came into force from 1 April 2016. This has put new requirements on the principals to ensure that the safest systems are chosen, with cost being considered insufficient justification for not doing so. This issue will be of particular relevance for most of the Councils in the region, as the majority of systems involve manual handling, which is considered to present greater health and safety risks than automated collection and sorting systems.

The difference in service level provision across the Councils is likely to remain a barrier, however, with two Councils – Kāpiti and Upper Hutt – no longer providing a rates-funded Council recycling collection service, and Kāpiti also withdrawing from direct service provision of residual waste collection. Having moved away from service provision, these Councils may be reluctant to re-enter the collection market in the immediate future.

4.2.1.2 Assessment of Other Services

The provision of other waste services across the different Councils is variable. Most Councils have school environmental education programmes and there are a variety of services available to provide advice and support to the community and businesses in some areas.

All Councils provide litter and illegal dumping clean up, but only four offer public place recycling services.

The solid waste bylaws have potential to be aligned for greater effectiveness and efficiency, particularly around definitions, operator licensing, and data collection.

4.3 Non-Council Services

There are a number of non-Council waste and recycling service providers operating in the region. The number of operators are listed in the table below

Table 17: Waste Collection Services

Number of service providers	Private Residential	Private Commercial	Non Hazardous Special Waste
Carterton	2	2	1
Hutt	9	8	4
Kāpiti	7	5	4
Masterton	2	2	1
Porirua	5	6	4
South Wairarapa	2	2	1
Upper Hutt	4	4	2
Wellington	6	6	3

Refer Appendix A.5.0 for a list of service providers.

Table 18: Diverted Material Services for Businesses

Number of service providers	Recycling	Organic waste	Other (Tyres, e-waste, re-use, etc.)
Carterton	2	2	1
Hutt	6	2	5
Kāpiti	2	1	3
Masterton	2	2	2
Porirua	2	2	4
South Wairarapa	1	2	2
Upper Hutt	2	1	2
Wellington	3	3	4

Table 19: Diverted Material Services for Households

Number of service providers	Recycling	Greenwaste
Carterton	1	2
Hutt	4	3
Kāpiti	4	1
Masterton	1	2
Porirua	2	2
South Wairarapa	1	2
Upper Hutt	3	1
Wellington	1	1

4.3.1 Assessment of Non-Council Services

The waste and recovered materials market is relatively fragmented in terms of both geography and by sector. While the three landfills in the region are Council-controlled, the operation of two of these are contracted to the large waste companies: Waste Management NZ Ltd and EnviroWaste Services Ltd, with the third managed by another significant national landfill operator, HG Leach.

The two large waste companies dominate collections and services within the Wellington metropolitan area, while the Wairarapa is dominated by Wairarapa Environmental, which operates the Council services as well as having a very strong market share of local service provision (as a result of acquiring the small local collection companies).

Of concern to the Councils, with regards to meeting their waste management objectives, is the increasing proportion of the kerbside refuse market controlled by the private waste operators, particularly as the objectives of the private waste operators are at variance to those of the Councils. To increase their market share and their profitability, the private operators in several areas are competing for customers for their subscription services on the basis of price and the convenience of their product. This is of particular concern with regards to any increase in the usage of large wheeled bins. Residential users of large wheeled bins have been shown to dispose of greater quantities of recyclable and compostable materials, such as greenwaste, than users of smaller wheeled bins or user-pays refuse bags¹⁶.

In the resource recovery sector, specialist companies tend to dominate each particular field – for example Macaulays Metals is the largest scrap metal dealer, Composting NZ is the largest composting operator, and Woods Waste dominates the C&D recovery market.

¹⁶ D Wilson (2014) The Horror of 240L Wheeled Bins. Presentation to WasteMINZ Conference 2014

The private sector is generally very good at responding to commercial opportunity and ensuring that services are available where there is a viable demand. Within this, however, it has been noted that there are several areas where the level of private sector service provision is not as great as might be expected. These include:

- Greenwaste collection (only one operator in Wellington and the Hutt, one in Kāpiti Coast, and one in the Wairarapa)
- Private recyclables collections (currently constrained by the availability of sorting facilities, which is likely to ease mid-2016)
- Construction and demolition waste sorting and recovery
- Composting and organic waste processing.

5.0 Situation Review

5.1 Waste to Class 1-4 Landfills

5.1.1 Definitions Used in this Section

The terminology that is used in this section to distinguish sites where waste is disposed of to land are taken from the *National Waste Data Framework* which, in turn, are based on those in the *WasteMINZ Technical Guidelines for Disposal to Land*. The definitions of the four classes of landfills provided in the Guidelines are summarised in the following sections.

5.1.1.1 Class 1 - Municipal 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. A Class 1 landfill is the equivalent of a “disposal facility” as defined in the WMA.

5.1.1.2 Class 2 - C&D/Industrial Landfill

A Class 2 landfill is a site that accepts non-putrescible wastes including construction and demolition wastes, inert industrial wastes, managed fill, and clean fill. C&D waste and industrial wastes from some activities may generate leachates with chemical characteristics that are not necessarily organic. Hence, there is usually a need for an increased level of environmental protection at Class 2 sites.

5.1.1.3 Class 3 – Managed 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.

5.1.1.4 Class 4 - Cleanfill

A cleanfill is a landfill that accepts only cleanfill materials. The principal control on contaminant discharges to the environment from clean fills is the waste acceptance criteria.

5.2 Overview of Waste to Class 1-4 Landfills

In general terms, there are four distinct waste catchments within the Wellington region, delineated by the Rimutaka Ranges and the Tararua Ranges, which separate the Wellington Harbour cities from the Wairarapa and Kāpiti Coast. Most of the waste generated within each of these four catchments is disposed of at a single facility and only minor quantities of waste enter the catchments from outside their boundaries.

Waste from the Wairarapa (Masterton, Carterton, and South Wairarapa Districts) is virtually all disposed of at the privately-owned Bonny Glen Class 1 municipal landfill in Rangitikei District or the council-owned, closed landfill in Masterton District. Each of the

councils operates transfer stations from which the residual waste is taken directly to Bonny Glen landfill. Cleanfill is disposed of at the closed council-owned Masterton landfill, which no longer accepts other wastes.

Kāpiti Coast District waste is primarily disposed of at the Horowhenua District Council-owned Class 1 landfill in Levin. Kāpiti Coast District's waste is aggregated at Otaihanga and Ōtaki transfer stations before being bulk-hauled to Levin landfill. Some waste from Kāpiti Coast District is disposed of at Silverstream landfill. Cleanfill and some special wastes are disposed of at the council-owned landfill at Otaihanga, which is in the process of being capped and closed.

Waste from Upper Hutt City and Hutt City is disposed of primarily at the Hutt City Council-owned Class 1 Silverstream landfill. There is a privately-owned transfer station in Hutt City, from which residual waste is also disposed of at Silverstream landfill. There are three operating Class 4 cleanfills in the catchment. Some waste from these cities may be disposed of at other facilities, but there is no recent data upon which to base an estimate.

Southern and central Wellington City waste is disposed of at the council-owned Class 1 Southern landfill. There are two operating Class 2-4 landfills within Wellington City boundaries.

Porirua City waste and most waste from northern Wellington City (Tawa and Johnsonville) is disposed of at Porirua City Council-owned Class 1 Spicer landfill. There is one Class 2-4 landfill in Porirua City, which is not currently accepting waste.

5.3 Waste Quantities

5.3.1 Waste to Class 1 Landfills

The quantity of waste from the Wellington region that is disposed of at Class 1 landfills has been estimated primarily on an analysis of product codes from weighbridges at Silverstream, Southern, and Spicer landfills, Masterton and Kāpiti coast Districts transfer stations. The landfill operators' waste levy returns have been used to verify the weighbridge data analysis.

The analysis is based on the following:

- The data includes all waste, subject to the exceptions discussed below, being disposed of from the Wellington region to Class 1 landfills, including landfills inside and outside of the region. Minor amounts of cleanfill and special wastes being disposed of at 'closed' Class 1 landfills in the region are also included. These materials are levy exempt.
- The data includes both waste upon which the waste levy has been paid and cleanfill that has been classified by the landfill operator as diverted material for levy return purposes. Data on these waste streams are presented separately. The tonnages for "Levied waste" have been based on the operators' waste levy returns to MfE or on weighbridge records for waste transported from transfer stations to Class 1 landfills.

- An anomalous disposal of 50,000 m³ of sewage sludge by Masterton District Council in 2013 is excluded from the analysis. The disposal represents the clearing of treatment ponds after approximately 35 years use.
- The Wainuiomata landfill, in Hutt City, closed on 31 December 2012. After that time, most of the waste that was disposed of at the facility was disposed of at either the Seaview transfer station, from which waste is transported to Silverstream landfill, or was transported directly to Silverstream landfill.
- The “General” category includes waste from the following activity sources - construction & demolition, domestic kerbside, industrial/commercial/industrial, landscaping, and residential. In a few instances, it also includes cleanfill upon which the waste levy has been paid.
- The “Cleanfill” category comprises materials imported into the landfill sites and given a product code that allows them to be identified as either cleanfill or virgin excavated natural materials. The waste levy has not been paid on the waste materials in this category. In terms of the activity sources of waste, cleanfill includes both virgin excavated natural material and construction and demolition waste.
- Cover material that is sourced within the landfill site has not been included in the analysis. While all three landfills in Wellington region source cover material from within the site, only one records the weight of cover material. In terms of the activity sources of waste, cover material of this sort is virgin excavated natural material.
- Recovered and recycled materials that are identifiable from weighbridge records are *not* included in the waste total. Some of these materials will have been identified in weighbridge records as entering the facility as recycling, while some of the materials will have been recovered from incoming waste. Weighbridge records do generally not allow this differentiation to be made.
- Sludges, while shown separately, are, in terms of activity source, special wastes. The sludges are primarily from wastewater treatment plants.

The estimates for the five financial years 2010/11 to 2014/15 are presented in Table 20 and Figure 13. Tonnages are given for separate waste streams, based on the activity sources of the waste materials. The levied waste data, broken down by disposal facility, is presented in Table 21.

The equivalent tonnage for 2009/10, taken from information in the previous waste assessment, is also shown.

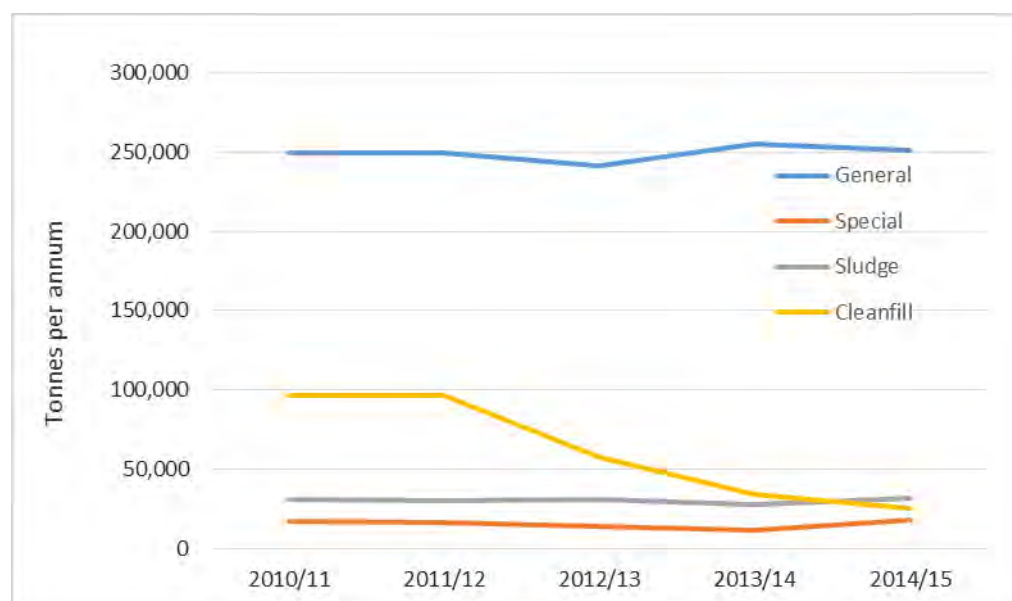
Table 20: Waste to Class 1 Landfills from Wellington Region

Tonnes/annum	2009/10 (1)	2010/11	2011/12	2012/13	2013/14	2014/15
General	-	250,001	249,523	242,849	256,274	252,536
Special	-	16,804	15,862	13,279	10,973	17,717
Sludge	-	30,997	30,035	30,487	27,191	31,823
Levied waste	301,807	297,802	295,421	286,615	294,439	302,076
Cleanfill (2)	-	96,419	96,790	57,903	34,394	24,942
TOTAL	-	394,221	392,211	344,518	328,833	327,018

(1) Derived from information in previous waste assessment

(2) Classified by the landfill operators as 'diverted material' upon which the waste levy has not been paid.

Figure 13: Waste to Class 1 Municipal Landfills from Wellington Region



The four categories of waste display different trends over the five-year timeframe analysed. Tonnages of sludge and special wastes remained relatively consistent through the period analysed. A large, one-off disposal of sewage sludge in 2013/14 has not been included in the analysis.

The tonnages of cleanfill, region-wide, decreased significantly, from 96,000 tonnes in 2010/11 to 25,000 tonnes in 2014/15, a 74% decrease. A significant proportion of this decrease, about 52%, occurred at Southern landfill. This decrease can be associated with an increase in tonnages of waste material in 2010-2012 that was associated with Rugby World Cup developments and significant yard improvements at Wellington Railway Station. Disposal of these materials decreased substantially in subsequent

years. The impact of the global financial crisis on construction activity is likely to also have been a factor. If construction activity increases this could see a reversal of the decline in cleanfill tonnage.

General waste, which includes construction & demolition, domestic kerbside, industrial/commercial/industrial, landscaping, and residential waste, remained relatively consistent through the five years. There was a 1.0% increase in the tonnage of general waste between 2010/11 and 2014/15.

Tonnage data for levied waste disposed of at each of the landfills individually is presented in Table 21. Note that the “TOTAL” row in this table is the same as the “Levied waste” row in Table 20.

Table 21: Levied Waste from Wellington Region - by Class 1 Landfill

Levied waste to Class 1 landfills - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
Bonny Glen & Levin	36,603	37,891	40,801	44,097	45,214
Silverstream	95,506	88,685	91,936	117,356	125,885
Southern	80,635	86,928	82,781	81,764	81,492
Spicer	59,353	56,287	56,954	51,222	49,485
Wainuiomata	25,706	25,630	14,143	-	-
TOTAL	297,802	295,421	286,615	294,439	302,076

More detailed data on the quantity of waste disposed of at the individual Class 1 landfills and transfer stations in Wellington region is provided in A.4.1.

5.3.2 Other Waste Disposed of to Land

5.3.2.1 Class 2 - 4 Landfills

As outlined in section 5.2, there are a number of sites other than Class 1 landfills in Wellington region where waste materials are disposed of to land. These sites range from quarries, where only overburden from the site is disposed of, to commercial operations that accept construction and demolition wastes and/or inert cleanfill materials. Council-owned “closed” landfills that no longer accept “household waste” (as defined in the WMA), but do accept cleanfill and small amounts of special waste are not included in the analysis.

While Class 2 - 4 landfills are generally required to obtain resource consents to operate, few are required to report, as a consent condition, to the regional council or a territorial authority on the quantity of materials that are disposed of. As a result, little quantitative

information is available for these sites. This issue is nationwide, and not restricted to the Wellington region. As a 2011 MfE report on non-levied disposal facilities stated¹⁷:

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.

Two operators of the major Class 2 landfills in Wellington region have provided an estimate for the quantity of material disposed of at their site. This information has been used to estimate the quantity of waste material disposed of at Class 2-4 landfills throughout Wellington region. This estimate is shown in Table 22.

Several other studies have attempted to quantify the disposal of waste to Class 2-4 landfills, often on a per capita basis, with widely-varying results. To evaluate the estimate that has been made based on Wellington operator data, Table 22 shows the results of applying the per capita estimates from three other sources to the population of the Wellington region. Christchurch cleanfill tonnage data from 2009, obtained through its cleanfill licensing bylaw, has also been used to calculate a tonnage estimate for Wellington region.

Table 22: Estimates of Disposal to Class 2-4 Landfills in Wellington Region

Disposal to Class 2-4 landfills in Wellington Region	Tonkin & Taylor 2014 ¹⁸	Waste Not Consulting 2006 ¹⁹	Wellington operator estimate 2015	Canterbury bylaw data 2009 ²⁰	SKM 2008 ²¹
Tonnes per capita disposal	0.19	0.91	1.06	1.46	1.50
Tonnes per annum (2015 population estimate)	94,520 ⁽¹⁾	452,179	525,000	726,813	747,602

⁽¹⁾ This figure differs from that presented in the Tonkin & Taylor report (21,902 tonnes), which was incorrect.

Using the per capita estimates from previous studies to calculate the quantity of material disposed of at Class 2-4 landfills in Wellington region results in a range from 94,000 tonnes to nearly 750,000 tonnes per annum. The estimate of 525,000 tonnes per

¹⁷ Ministry for the Environment (2011) *Consented Non-levied Cleanfills and Landfills in New Zealand: Project Report*. Wellington: Ministry for the Environment

¹⁸ Tonkin & Taylor (2014), *New Zealand Non-Municipal Landfill Database*, prepared for Ministry for the Environment

¹⁹ Waste Not Consulting (2006), *Waste Composition and Construction Waste Data*, prepared for Ministry for the Environment

²⁰ Christchurch City Council *State of the Environment Monitoring Cleanfill Indicator Reporting Sheet* at http://resources.ccc.govt.nz/files/Waste_2128_QuantityOfMaterialDispoedOfInCleanfills-docs.pdf

²¹ SKM (2008) *Waste Facilities Survey - Methodology and Summary of Results*, prepared for Ministry for the Environment

annum, based on information from Wellington region facility operators, converts into a per capita disposal rate of 1.06 tonnes per capita per annum.

In practical terms, the lack of precise data about disposal of waste to Class 2-4 landfills makes it impossible to reliably monitor any changes over time in the disposal of major waste streams, such as construction and demolition waste.

5.3.2.2 Farm Waste Disposed of On-site

Very little research has been conducted on the quantity of waste generated on farms and disposed of on-site. One of the few substantive pieces of research, a 2013 study of farm waste in Canterbury, found that 92% of the farms surveyed practised one of the “3B” methods (burn, bury, or bulk store indefinitely) for on-site disposal of waste.²² The Canterbury study calculated average annual tonnages of waste for four different types of farm in the region. As farm waste from a specific type of farms is likely to be similar around the country, the data is considered to be suitable for applying to other regions, if the correct number of farm types is used for the calculations.

The presence of hazardous wastes including agrichemicals and containers, treated timber, paints solvents, and used oil was noted in the study, and the management techniques applied to these was variable and often of concern.

The data from the Canterbury report was applied nationally, on a regional basis, in a 2014 study that produced a database of non-municipal landfills for the Ministry for the Environment.²³ The report considered “non-municipal landfills” to include “cleanfills, industrial fills, construction and demolition fills, and farm dumps”.

Using the raw data from the 2014 study, taken from spreadsheets provided by MfE, the estimates in Table 23 of on-farm disposal of waste in Wellington region have been prepared. The estimates for Wellington region have been customised for the region by adjusting the numbers of the four types of farms to reflect the Wellington situation.

It should be noted that not all of the figures in the table are the same as the corresponding figures in the published report, as errors in the spreadsheets were corrected while preparing the estimates for this waste assessment.

Based on the data contained in the 2013 Canterbury and 2014 national studies, the 1,516 farms in the Wellington region are estimated to have generated an average of 26.7 tonnes of waste per farm per annum. Of this total, 24.6 tonnes per farm are estimated to be disposed of on the farm itself through burial, burning, or indefinite bulk storage. In total, over 37,000 tonnes of waste per annum are estimated to be disposed of in this manner across the region.

²² GHD (2013), *Non-natural rural wastes - Site survey data analysis*, Environment Canterbury Report No.R13/52

²³ Tonkin & Taylor (2014), *New Zealand Non-Municipal Landfill Database*, prepared for Ministry for the Environment

Table 23: Estimated On-farm Disposal of Farm Waste in Wellington Region

On-farm disposal of farm waste in Wellington region- tonnes/annum	Dairy	Livestock	Arable	Viticulture	TOTAL
Number of farm holdings (2012)	201	1,041	196	78	1,516
Non-natural rural waste (T/farm/annum)	6.1	8.9	7.4	5.5	
Domestic waste (T/farm/annum)	0.6	0.08	1.1	0	
Organic materials (T/farm/annum)	21.2	21.2	3.2	10	
Total waste generated (T/farm/annum)	27.9	30.18	11.7	15.5	26.7
Total tonnes/annum per farm, disposed of on-farm	25.7	27.8	10.8	14.3	24.6
Total waste disposed of on-farm (T/annum)	5,170	28,898	2,111	1,109	37,288

Of this total of 37,000 tonnes of waste, 30% (11,381 tonnes per annum) is non-natural rural waste. This waste stream includes materials such as scrap metal, treated timber, fence posts, plastic wraps and ties, crop netting, glass, batteries, and construction and demolition wastes.

Over two-thirds of farm waste is organic materials (25,520 tonnes per annum), which the survey found to include animal carcasses and crop residues.

5.3.3 Summary of Waste Disposed of to Land

The previous sections have quantified the disposal of solid waste to land through three separate mechanisms: waste to Class 1 landfills, farm waste disposed of onsite, and waste to Class 2-4 landfills. The disposal of solid waste to land in 2015 in Wellington region is summarised in Table 24.

Table 24: Waste Disposed of to Land - 2015

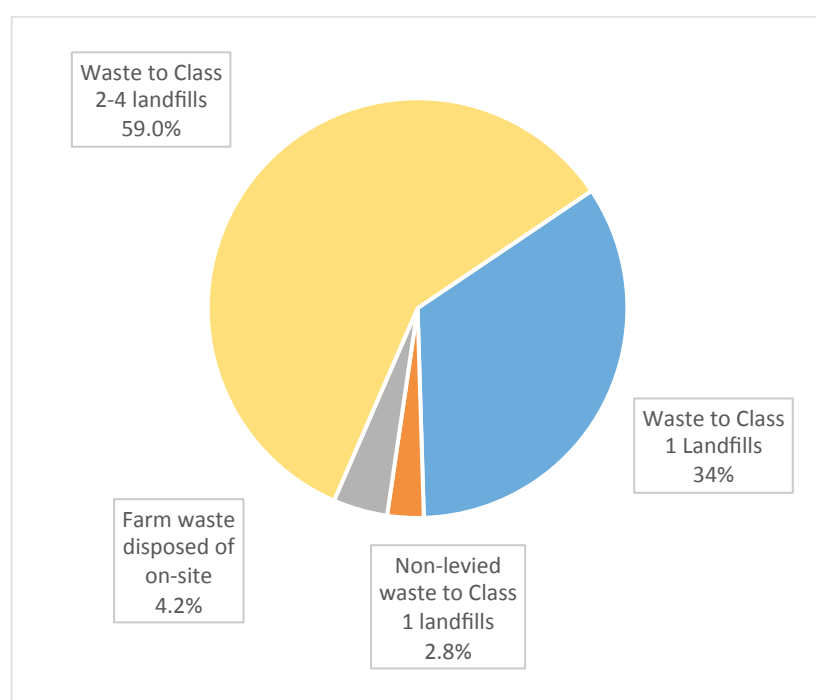
Waste disposed of to land in Wellington region - 2015	Tonnes 2015	% of total	Tonnes/capita/annum
Levied waste to Class 1 landfills			
General	252,536	28.4%	0.508
Special	17,717	2.0%	0.036
Sludge	31,823	3.6%	0.064
Subtotal	302,076	34.0%	0.608
Non-levied waste to Class 1 landfills			
Cleanfill	24,942	2.8%	0.050
Farm waste disposed of on-site			
All waste	37,285	4.2%	0.075
Waste to Class 2-4 landfills			
All waste	525,000	59.0%	1.057
TOTAL	889,303	100.0%	1.790

It has been estimated that a total of 889,303 tonnes of solid waste were disposed of to land in Wellington region in 2015. Waste disposed of at Class 2-4 landfills comprised nearly 60% of the total, and was equivalent to more than 1 tonne per person in 2015.

It should be noted that the reliability of the estimates for the different types of waste disposal varies. The data on waste to Class 1 landfills is reliable, being based on weighbridge records and waste levy returns. On the other hand, the accuracy of the estimates of waste to Class 2-4 landfills cannot be determined, as the estimates are based on information provided by site operators. The estimate of farm waste is potentially the least reliable, being based on data from a relatively small study of farms in Canterbury.

The data is illustrated in Figure 14.

Figure 14: Waste disposed of to land - 2015



5.4 Composition of Waste to Class 1 Landfills

This section presents the composition of waste disposed of at Class 1 landfills from Wellington region in the 2014/15 financial year. The composition is presented in this section using the 12 primary classifications in the SWAP. A more detailed composition, using further secondary classifications, is provided in A.4.2.

The composition has been calculated as follows:

- General waste disposed of at Silverstream, Southern, and Spicer landfills is deemed to have the same composition as general waste at Silverstream landfill, as was determined by a SWAP survey in June 2014. The catchments for these three landfills are similar, being urban and industrialised, and there are no other recent SWAP results available for Southern or Spicer landfills. Therefore, it is considered appropriate to apply the Silverstream composition to all three landfill tonnages, particularly in the absence of other applicable data.
- All greenwaste dropped off at the separate disposal points at Silverstream landfill and most greenwaste at Spicer landfill was classified as levied waste in 2014/15, rather than diverted material. A high proportion of greenwaste at Southern landfill was composted, and classified as diverted material for levy purposes. To reflect this, the proportion of greenwaste in the Silverstream SWAP result has been reduced by 20%. This has the effect of reducing the quantity of greenwaste disposed of to landfill at the three facilities combined by an amount equivalent to that diverted at Southern landfill.
- General waste from Kāpiti Coast, Carterton, South Wairarapa, and Masterton districts is deemed to have the same composition as general waste at Kāpiti Coast transfer stations, as determined by a SWAP survey in September 2013. The

four districts are sufficiently similar, containing a mixture of rural properties and small towns, that it is considered appropriate to use the Kāpiti Coast data for all four areas, particularly in the absence of data specific to the other districts.

- In all cases, waste identified by weighbridge product codes as being either special waste or sludge has been classified as “potentially hazardous”.
- The compositions as described above have been applied to tonnages for the 2014/15 year on which the waste levy has been paid.
- Tonnages of materials identified as being non-levy paid from weighbridge product codes and waste levy returns have been excluded from the analysis.

The primary composition of levy-paid waste from Wellington region disposed of to Class 1 landfills is shown in Figure 15 and Table 25 on the next page. The primary compositions are presented for both general waste - excluding special waste and non-levied cleanfill - and general waste and special waste combined - excluding non-levied cleanfill.

A more detailed composition, using 24 secondary classifications, is provided in A.4.2.

Organic material, which includes food waste, greenwaste, and other organic material represents the greatest proportion of the waste streams shown. Organic waste comprises 31.9% of general waste and 26.7% of general waste and special wastes combined. In the composition of general waste, plastic is the second largest component, at 13.6%, but timber and paper represent similar percentages, at 13.0% and 12.4% respectively.

When special wastes are combined with the general waste, potentially hazardous materials represent the second largest proportion, at 17.0%. These materials include contaminated soils and sludges.

Figure 15: Composition of Waste to Class 1 Landfills

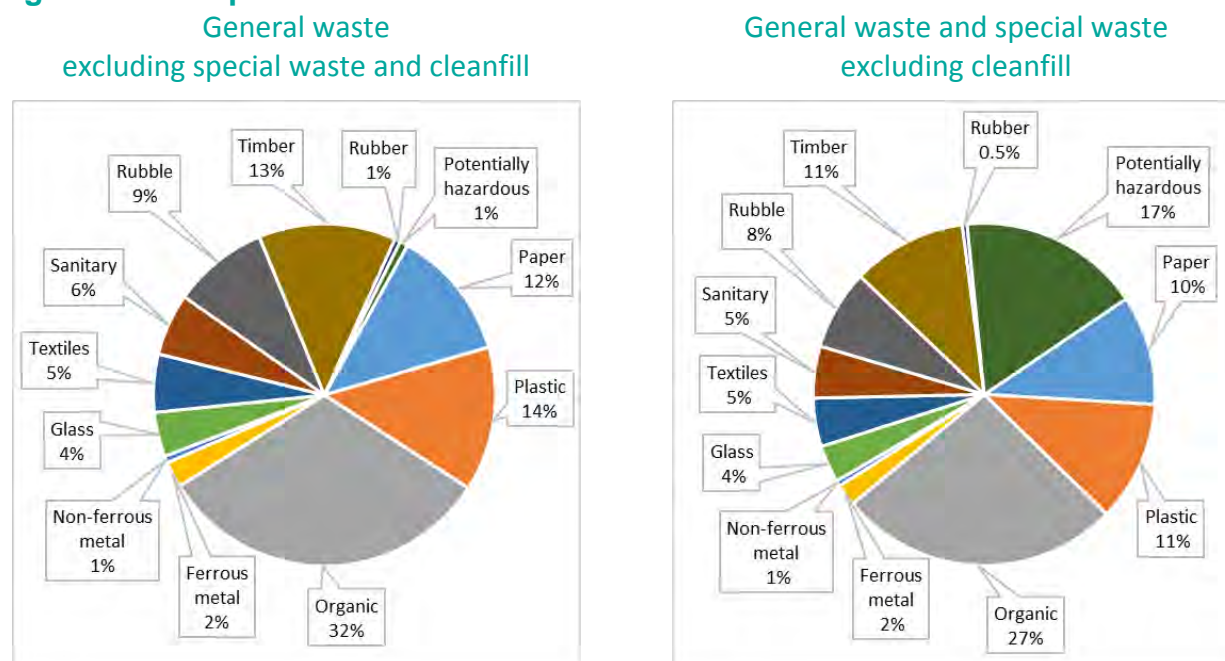


Table 25: Composition of Levied Waste to Class 1 Landfills

Composition of Levied Waste to Class 1 Landfills - 2014/15	General waste - excludes special waste and cleanfill		General waste and special waste - excludes cleanfill	
	% of total	Tonnes 2014/15	% of total	Tonnes 2014/15
Paper	12.4%	31,400	10.4%	31,400
Plastic	13.6%	34,449	11.4%	34,449
Organic	31.9%	80,589	26.7%	80,589
Ferrous metal	2.5%	6,202	2.1%	6,202
Non-ferrous metal	0.6%	1,626	0.5%	1,626
Glass	4.2%	10,616	3.5%	10,616
Textiles	5.5%	13,868	4.6%	13,868
Sanitary	5.9%	14,818	4.9%	14,818
Rubble	9.1%	22,908	7.6%	22,908
Timber	13.0%	32,795	10.9%	32,795
Rubber	0.5%	1,389	0.5%	1,389
Potentially hazardous	0.7%	1,878	17.0%	51,418
TOTAL	100.0%	252,536	100.0%	302,076

5.5 Activity Source of Waste

This section presents the activity source of levied waste disposed of at Class 1 municipal landfills from Wellington region. The composition is presented in this section using six of the seven “activity sources” specified in Volume One of the *New Zealand Waste Data Framework*. The seventh activity source, virgin excavated natural material, which would be primarily soil used as cover material, has not been used. While all three landfills in Wellington region source cover material from within the site, only one records the weight of cover material and the waste levy is not paid on cover materials of this type.

The activity source of the waste has been calculated as follows:

- General waste disposed of at Silverstream, Southern, and Spicer landfills is deemed to have the same proportion of activity sources as general waste at Silverstream landfill, as determined by a SWAP survey in June 2014. The catchments for these three landfills are similar, being urban and industrialised. Therefore, it is considered appropriate to apply the Silverstream activity sources to all three landfill tonnages, particularly as other relevant data is not available.
- General waste from Kāpiti Coast, Carterton, South Wairarapa, and Masterton districts is deemed to have the same activity sources as general waste at Kāpiti Coast transfer stations, as determined by a SWAP survey in September 2013. The four districts are sufficiently similar, containing a mixture of rural properties and small towns, that it is considered appropriate to use the Kāpiti Coast data for all four areas, particularly as no other relevant data is available.
- The “Kerbside refuse” data in both the Kāpiti Coast and Silverstream SWAP surveys included kerbside refuse from domestic and commercial properties. To account for this when calculating the “Domestic kerbside” activity source, it has been assumed that 5%, by weight, of kerbside collections are from industrial/commercial/institutional sources.
- All tonnage data is taken from weighbridge records and waste levy returns for the 2014/15 year.
- The tonnage for special wastes has been taken from weighbridge records, and is the same as that shown in Table 20 for “Special” and “Sludge” combined for 2014/15.
- Tonnages of materials identified as being non-levy paid have been excluded from the analysis.

The activity source of waste from Wellington region disposed of at Class 1 landfills is shown in Table 26. The activity source is presented for both general waste - excluding special waste and cleanfill - and general waste and special waste combined - excluding cleanfill on which the waste levy has not been paid.

Table 26: Activity Source of Waste to Class 1 Landfills

Activity source of levied waste to Class 1 landfills from Wellington region - 2014/15	General waste - excludes special waste and cleanfill		General waste and special waste - excludes cleanfill	
	% of total	Tonnes 2014/15	% of total	Tonnes 2014/15
Construction & demolition	12.7%	32,099	10.6%	32,099
Domestic kerbside	40.5%	102,403	33.9%	102,403
Industrial/commercial/institutional	34.3%	86,494	28.6%	86,494
Landscaping	6.1%	15,476	5.1%	15,476
Residential	6.4%	16,064	5.3%	16,064
Specials	0.0%	0	16.4%	49,540
TOTAL	100.0%	252,536	100.0%	302,076

Domestic kerbside refuse is the largest activity source of levied waste being disposed of to Class 1 landfills from the Wellington region. Domestic kerbside refuse comprises 41% of the general waste stream (excluding special waste and cleanfill) and 34% of general waste and special waste combined (excluding cleanfill).

Waste from industrial/commercial/institutional sources is the second largest activity source and construction and demolition waste the third largest.

5.6 Diverted Materials

5.6.1 Overview of Diverted Materials

Kerbside recycling collections are available to residential properties in all areas of Wellington region through both council-contracted and private service providers. The exceptions to this are rural properties in some areas.

Drop-off facilities for recyclable materials, either at a landfill or transfer station or as a stand-alone facility, are available in all areas of the region, other than Upper Hutt City. A small number of privately-operated drop-off facilities are also available.

Commercial recycling and scrap metal collectors operate throughout the region.

Commodities, such as glass, plastic, and metal containers, paper, and cardboard are handled by a small number of aggregators, processors, and exporters. Scrap metal is generally handled through a separate processing system than other materials.

Greenwaste drop-off facilities are available at all of the council-owned landfills and transfer stations in the region. Private greenwaste collections are also available.

Greenwaste from the Wairarapa drop-off facilities is processed at the Masterton transfer station. Greenwaste collected at Southern landfill is processed on-site along with food waste. Greenwaste from Kāpiti Coast drop-off facilities is processed commercially by

Composting New Zealand. Greenwaste collected separately at Silverstream landfill is handled as waste at the site and not classified as a “diverted material” for waste levy purposes. Most greenwaste collected separately at Spicer landfill is used for erosion control but is not classified as a “diverted material” for waste levy purposes.

A significant proportion of greenwaste is generated by commercial arborists. This waste material is generally chipped *in situ* and used as mulch without entering any “waste stream”, as such.

Food waste collected in the region is co-processed with greenwaste at Southern landfill.

Significant quantities of meat waste are rendered by the meat processing industry. Meat wastes are also collected from supermarkets and butcheries for rendering.

5.6.2 Kerbside Recycling and Drop-Off Facilities

Tonnage data for kerbside recycling and drop-off facilities, separately and combined, is presented in Table 27. The data is for all services and facilities in Wellington region combined. Data on the individual territorial authorities can be found in A.4.3.

The following points relate to the data in Table 27:

- Separate tonnages for Carterton District Council kerbside recycling and drop-off facilities are not available. All of these materials are taken to the Masterton transfer station for processing, but the weights are not recorded separately.
- Separate tonnages for South Wairarapa District Council kerbside recycling and drop-off facilities are not available. All of these materials are taken to the Masterton transfer station for processing, but the weights are not recorded separately.
- The tonnage figure for Masterton transfer station includes recyclable materials both dropped off at the facility and collected commercially from throughout Wairarapa.
- Upper Hutt City Council did not provide a kerbside recycling service after February 2013. After that date, two private service providers offered kerbside recycling services to residents. The time series of data, however, is complete, with the private kerbside recycling collectors providing data to council.
- Tonnages of recyclable materials from privately-owned drop-off facilities are not included as no data is available.
- Kāpiti Coast District Council ceased providing a kerbside recycling service after September 2013. The time series of data is complete, with the licensed waste and recycling collectors providing data to council.

Table 27: Kerbside Recycling and Drop-Off Facilities

Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
Kerbside recycling	26,776	28,587	26,960	26,659	26,375
Drop-off facilities	9,137	7,407	5,933	8,544	7,016
TOTAL	35,914	35,994	32,893	35,204	33,391

In 2014/15, approximately 33,000 tonnes of materials were collected through kerbside recycling and drop-off facilities. Approximately 80% of this material was through kerbside recycling, both council-operated and private.

5.6.3 Composition of Kerbside Recycling

The composition of kerbside recycling collected by both councils and private service providers is presented in Table 28. The composition is based on a weighted average of data provided to Hutt, Wellington, and Porirua City Councils by their contracted service providers. The tonnage data is for 2014/15, as shown in Table 27.

Table 28: Composition of Kerbside Recycling in Wellington Region

Composition of kerbside recycling - 2014/15	% of total	Tonnes/annum
Mixed paper	47.3%	12,485
Glass bottles & jars	38.4%	10,116
Plastic containers	6.8%	1,787
Aluminium cans	0.5%	123
Steel cans	2.5%	656
Contamination	4.6%	1,208
TOTAL	100.0%	26,375

Mixed paper is the largest component of kerbside recycling, comprising 47%, by weight, of the total. Glass bottles & jars comprise 38% of the total.

5.6.4 Commercially-Collected Diverted Materials

Several waste operators in Wellington region collect divertable materials from commercial and industrial organisations. Cardboard/paper and scrap metal collections are the most common, although other recyclable commodities, such as glass bottles and other containers, are also collected in this manner.

Most commercially-collected commodities are processed at one of three materials recovery facilities - Masterton District Council's Masterton transfer station, Waste Management's Seaview facility, and OIJ's Fullcircle facility in Hutt City.

Scrap metal other than that collected through kerbside recycling collections, is processed separately, with Macaulay Metals being the major collector and processor.

A range of other materials are also diverted on a commercial basis, such as:

- Concrete, which is crushed and used for aggregate
- Scrap plastic from plastic manufacturers that is reprocessed into feedstock
- Clothing and textiles, used for rags or resale.

As there is no verifiable data on these other diverted material streams, only the main diverted materials for which data is available are included in Table 29. The data in the table below includes metals processed by Macaulays Metals, and commercially-collected, non-kerbside recyclables processed at Masterton transfer station, Waste Management's Seaview facility, and OIJ's Fullcircle facility in Hutt City. It is recognised that there is likely to be some double-counting of scrap metal, as Macaulays Metals may handle some metals from the other facilities. Any double-counting is likely to be minor.

Table 29: Commercially-Collected Diverted Materials

Diverted materials, excluding council and private domestic kerbside recycling collections	Tonnes/annum 2015
Cardboard/paper/containers	14,904
Scrap metal	101,877
TOTAL	116,781

Based on data provided by recycling processors, approximately 15,000 tonnes of cardboard, paper, and recyclable containers were collected commercially and processed in 2015.

Based on information provided by the scrap metal industry, over 100,000 tonnes of scrap were collected in 2015. This represents a per capita rate for Wellington region of 207 kg/capita/annum, when metals from kerbside collections are included. There is little reliable New Zealand data against which this figure can be checked, but a recent publication²⁴ gave the per capita scrap metal recovery rate for Australia as 177 kg/capita/annum, so the figure for Wellington appears reasonable.

²⁴ Golev, A., Corder, G., Modelling metal flows in the Australian economy, Journal of Cleaner Production (2015), viewed on 22/01/2016 at <http://dx.doi.org/10.1016/j.jclepro.2015.07.083>
<http://wealthfromwaste.net/wp-content/uploads/2015/09/Modelling-metal-flows-in-the-Australian-economy.pdf>

5.6.5 Diversion of Organic Waste

Greenwaste, meat waste, and food waste are the principal organic materials that are diverted in Wellington region.

Commercial collections of food waste, excluding meat products, are available to supermarkets, restaurants, and food manufacturers. Southern landfill is the only site in the region where food waste is composted. Data for composted food waste has been taken from Southern landfill records.

Greenwaste is collected on a commercial basis from residential properties and separately collected at all transfer stations and landfills. Greenwaste is composted at Masterton transfer station, Southern landfill, and Composting NZ's Otaihangā facility. Minor quantities of wood waste are also composted at Southern landfill. Data on composted greenwaste has been taken from the facilities' weighbridge records.

Greenwaste collected separately at Silverstream and Spicer landfills is primarily disposed of on-site and not classified as a "diverted material" for waste levy purposes. Consequently, greenwaste collected separately at these facilities has not been included in this analysis.

Meat processing waste and meat waste from supermarkets and butchers are rendered into tallow and blood and bone meal by Taylor Preston. This diverted material stream has been estimated, with the estimate being based on publicly-available documents.

Several organisations collect edible food waste for re-distribution on a not-for-profit basis. This diverted material stream has been estimated using publicly-available documents.

Organic waste is diverted from landfill disposal through other means, which are not quantified in this waste assessment, including:

- arborists chip considerable quantities of vegetation, much of which is disposed of as mulch
- piggeries collect food waste from supermarkets and food manufacturers for use as stock feed.

Table 30 estimates the quantity of diverted organic waste in Wellington region in 2015.

Table 30: Diversion of Greenwaste and Food Waste - 2015

Organic waste diversion - 2015	Tonnes per annum - 2015
Greenwaste and wood waste	19,785
Food waste - composted	1,121
Food waste - recovered	200
Meat waste - rendered	25,000
TOTAL	46,106

It is estimated that over 46,000 tonnes of organic waste were diverted from landfill disposal in 2015. Over half of this total was rendered meat waste from meat processing and commercial collections. The accuracy of the estimate of meat waste that is rendered was not able to be verified with the processor.

6.0 Performance Measurement

6.1 Current Performance Measurement

This section provides comparisons of several waste metrics between Wellington region and territorial authorities in other regions. The data from the other districts has been taken from a variety of research projects undertaken by Eunomia Research & Consulting and Waste Not Consulting.

6.1.1 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 2-4 landfills
- seasonal fluctuations in population (including tourism).

By combining Statistics NZ population estimates and the Class 1 landfill waste data in section 5.3.1, the per capita per annum waste to landfill in 2014/15 from Wellington region can be calculated as in Table 31 below. The estimate includes special wastes but excludes unlevied cleanfill materials.

Table 31: Waste Disposal per Capita – Wellington Region

Calculation of per capita waste to Class 1 landfills	
Population (Stats NZ 2015 estimate)	496,900
Total waste to Class 1 landfill (tonnes 2014/15)	302,076
Tonnes/capita/annum of waste to Class 1 landfills	0.608

In 2014/15, approximately 0.608 tonnes of levied waste was disposed of at Class 1 landfills for each person in the Wellington region.

The movement of waste across territorial authority boundaries makes it difficult to estimate per capita waste disposal rates for the individual councils in the region.

However, geographic distances between the Class 1 landfills in the region restrict, but do not eliminate, the cross-boundary movement of waste. Estimates for the four separate waste "catchments" in the region can be made if the following are assumed:

- all waste from Upper Hutt City and Hutt City is disposed of at Silverstream landfill
- all waste from Wellington City and Porirua City is disposed of at Southern and Spicer landfills
- all waste from Kāpiti Coast District is disposed of at the transfer stations in the district
- all waste from Carterton, Masterton, and South Wairarapa Districts is disposed of at the transfer stations in the districts.

Based on these assumptions, which are known not to be entirely accurate, per capita disposal rates for the four waste catchments are calculated as shown in Table 32. The estimates include special wastes but exclude unleveled cleanfill materials.

Table 32: Waste Disposal per Capita – by Waste Catchment - 2014/15

Calculation of per capita waste to Class 1 landfills - 2014/15	Kāpiti Coast District	Wellington & Porirua	Upper Hutt & Hutt	Wairarapa
Population (Stats NZ 2015 estimate)	51,400	258,300	144,000	43,200
Total levy-paid waste to Class 1 landfills (tonnes 2014/15)	30,015	130,977	125,885	15,199
Tonnes/capita/annum of waste to Class 1 landfill	0.584	0.507	0.874	0.352

By considerable margins, the greatest rate of waste per capita is disposed of at Class 1 landfills from Upper Hutt City and Lower Hutt City and the lowest rate per capita is from Wairarapa.

The low disposal rate from Wairarapa is associated with a lower level of industrial and commercial activity and a higher proportion of rural properties. A substantial proportion of rural waste is disposed of on-site.

The high disposal rate from Upper Hutt City and Hutt City could be associated with higher levels of industrial and commercial activity than in the other areas. Additionally, waste from other areas is understood to be transported to Silverstream landfill for disposal. Anecdotally, it is understood that some kerbside refuse from Kāpiti Coast District is disposed of at Silverstream landfill. As the major waste collectors' depots are all in Hutt City, it is likely that collection vehicles often dispose of their final load of waste at Silverstream landfill. Quantitative information on any other cross-boundary movements of waste to Silverstream is not available.

The per capita estimates for waste disposal for Wellington region and the four separate catchments are compared to estimates for other districts in Table 33. The data for other districts has been taken from the results of SWAP surveys by Waste Not Consulting Ltd.

Table 33: Per Capita Waste to Class 1 Landfills Compared to Other Districts

Overall waste to landfill (excluding cleanfill and cover materials)	Tonnes per capita per annum
Gisborne District 2010	0.305
Waimakariri District 2012	0.311
Westland District 2011	0.331
Carterton/Masterton/South Wairarapa Districts 2015	0.352
Ashburton District 2014-15	0.366
Tauranga and WBoP District 2010	0.452
Napier/Hastings 2012	0.483
Southland region 2011	0.500
Wellington City & Porirua City 2015	0.507
Christchurch City 2012	0.524
Taupo District 2013	0.528
Kāpiti Coast District 2015	0.584
Wellington region 2015	0.608
New Plymouth District 2010	0.664
Hamilton City	0.668
Queenstown Lakes District 2012	0.735
Rotorua District 2009	0.736
Auckland region 2012	0.800
Upper Hutt City & Hutt City 2015	0.874

The districts with the lowest 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 or with large numbers of tourists.

The per capita disposal rate for Upper Hutt and Hutt City is the highest rate of the territorial authorities shown. While it is accepted that there is some cross-boundary movement of waste into the catchment, the effect cannot be quantified.

6.1.2 Per Capita Domestic Kerbside Refuse to Class 1 Landfills

The quantity of domestic kerbside refuse disposed of per capita per annum has been found to vary considerably between different areas. There are several reasons for this variation.

Kerbside refuse services are used primarily by residential properties, with small-scale commercial businesses comprising a relatively small proportion of collections (typically on the order of 5-10%). In districts where more businesses use kerbside wheelie bin collection services - which can be related to the scale of commercial enterprises and the services offered by private waste collectors - the per capita quantity of kerbside refuse can be higher. There is relatively little data in most areas on the proportion of businesses that use kerbside collection services, so it is not usually possible to provide data solely on residential use of kerbside services.

The type of service provided by the local territorial authority has a considerable effect on the per capita quantity of kerbside refuse. Councils that provide wheelie bins (particularly 240-litre wheelie bins) or rates-funded bag collections generally have higher per capita collection rates than councils that provide user-pays bags. The effect of rates-funded bag collections is reduced in those areas where the council limits the number of bags that can be set out on a weekly basis.

Evidence indicates that the most important factor determining the per capita quantity of kerbside refuse is the proportion of households that use private wheelie bin collection services. Households that use private wheelie bins, particularly larger, 240-litre wheelie bins, tend to set out greater quantities of refuse than households that use refuse bags. As a result, in general terms the higher the proportion of households that use private wheelie bins in a given area, the greater the per capita quantity of kerbside refuse generated.

Other options that are available to households for the disposal of household refuse include burning, burying, or delivery direct to a disposal facility. The effect of these on per capita disposal rates varies between areas, with residents of rural areas being more likely to use one of these options.

The disposal rate of domestic kerbside refuse for Wellington region has been calculated to be 206 kg per capita per annum in 2014/15. It is stressed that this figure is an estimate based on two SWAP surveys of disposal facilities that, when combined, represent less than half of all waste from the region disposed of at Class 1 landfills. A more accurate estimate is not possible because:

- a large proportion of the kerbside refuse market is controlled by private waste collectors and no councils, other than Kāpiti Coast District Council and Upper Hutt City Council, are provided with data by the waste collectors
- no recent SWAP surveys have been undertaken at other facilities in the region

- not all of the landfills in the region gather data on vehicle types that would allow kerbside refuse to be quantified
- at the landfills that do gather data on vehicle types, the dataset is not sufficiently complete or accurate enough to be used to quantify kerbside refuse.

Table 34 compares the per capita rate of disposal of kerbside refuse in Wellington region with other urban areas in New Zealand. Data for the other districts has been taken from SWAP surveys conducted by Waste Not Consulting.

Table 34: Per Capita Disposal of Kerbside Refuse – Comparison with Other Areas

District and year of survey	Kg/capita/annum	Comment
Christchurch City 2011	110	Fortnightly 140-litre refuse wheelie bin. Weekly organic collection
Auckland Council 2012	160	Range of legacy council services.
Hamilton City 2013	182	Rates-funded refuse bags, max. 2 per week
Tauranga City and Western Bay of Plenty District 2010	183	User-pays bags in Tauranga. No council service in WBoP.
Wellington region 2014/15	206	Estimate based on SWAP surveys at Silverstream landfill and Kāpiti Coast
Taupo District 2013	212	User-pays refuse bags
Hastings District/Napier City 2012	214	User-pays refuse bags (Hastings) & rates-funded bags max. 2 bags/week(Napier)
Rotorua District 2009	216	Council rates-funded Kleensaks. No kerbside recycling service

Of the urban areas that have been assessed, Christchurch City has the lowest per capita disposal rate of kerbside refuse. This is associated with the diversion of organic waste through the council's kerbside organic collection and the council's high market share.

Rotorua has the highest disposal rate of the urban areas shown in the table. This is associated with the high proportion of households in Rotorua that use private collector wheelie bin services and the absence of kerbside recycling services.

6.1.3 Per Capita Kerbside Recycling

Per capita recycling rates for Wellington region are calculated in Table 35.

Points to be noted in the analysis include:

- Carterton and South Wairarapa Districts' tonnages include materials dropped off at the transfer stations as separate data is not available for kerbside recycling alone.
- South Wairarapa District's kerbside recycling service was introduced during the 2010/11 year.

Table 35: Per Capita Kerbside Recycling – Kg/Capita/Annum

Kerbside recycling	2010/11	2011/12	2012/13	2013/14	2014/15
Kerbside recycling	26,776	28,587	26,960	26,659	26,375
Population	476,933	481,861	486,790	491,500	496,900
Kg/capita/annum	56	59	55	54	53

The per capita rate of kerbside recycling in Wellington region decreased marginally from the 2011/12 year to the 2014/15 year. The peak of 59 kg/capita/annum occurred in 2011/12 and is associated with the introduction of a two-bin recycling system in Wellington City. In the 2014/15 year, 53 kg of kerbside recycling were collected for every resident of the region.

The decrease in per capita recycling could be associated with a number of factors, including a change in packaging materials (such as from glass to plastic bottles) or changes in consumer consumption patterns (such as a decrease in newspaper purchases).

The figure of 53 kg/capita/annum is compared to data from other councils in Table 36, along with a brief description of the kerbside recycling system in each district. The per capita recycling rates for the individual territorial authorities are provided in Table 37.

The comparability of data is open to some debate because issues such as measuring and reporting of contamination is inconsistent or the population that is served has not been clearly reported. However, the available information indicates that per capita rates of kerbside recycling in Wellington region are lower than most of the other districts reporting data.

Table 36: Per Capita Kerbside Recycling – Kg/Capita/Annum

District	Kg/capita/ annum	System type
Napier City Council	52 kg	Fortnightly bags or crates
Wellington region	53 kg	Various systems
Ashburton District	62 kg	Weekly bags or crates depending on area
Tauranga City Council	65 kg	Private wheelie bin collection service
Invercargill City Council	69 kg	Fortnightly 240-litre wheeled bin, commingled
Waipa District	73 kg	Weekly/Fortnightly 55-litre crate, separate paper collection
Waikato District	74 kg	Weekly 55-litre crate, separate paper collection
Dunedin City	77 kg	Fortnightly 240-litre wheeled bin, fortnightly crate for glass
Horowhenua District	81 kg	Weekly crate
Auckland Council	84 kg	Fortnightly 240-litre commingled wheelie bins or 140-litre wheelie bin with separate paper collection
Waimakariri District Council	85 kg	Fortnightly 240-litre wheeled bin, commingled
Hamilton City Council	86 kg	Weekly 45-litre crate, separate paper collection
Palmerston North City	87 kg	Fortnightly 240-litre wheeled bin for commingled materials alternating with 45-litre crate for glass
Christchurch	109 kg	Fortnightly 240-litre wheeled bin

While data on kerbside recycling collections is readily available, accurate and reliable data relating to the total quantity of diverted materials, which includes commercial recycling, is not available for most districts.

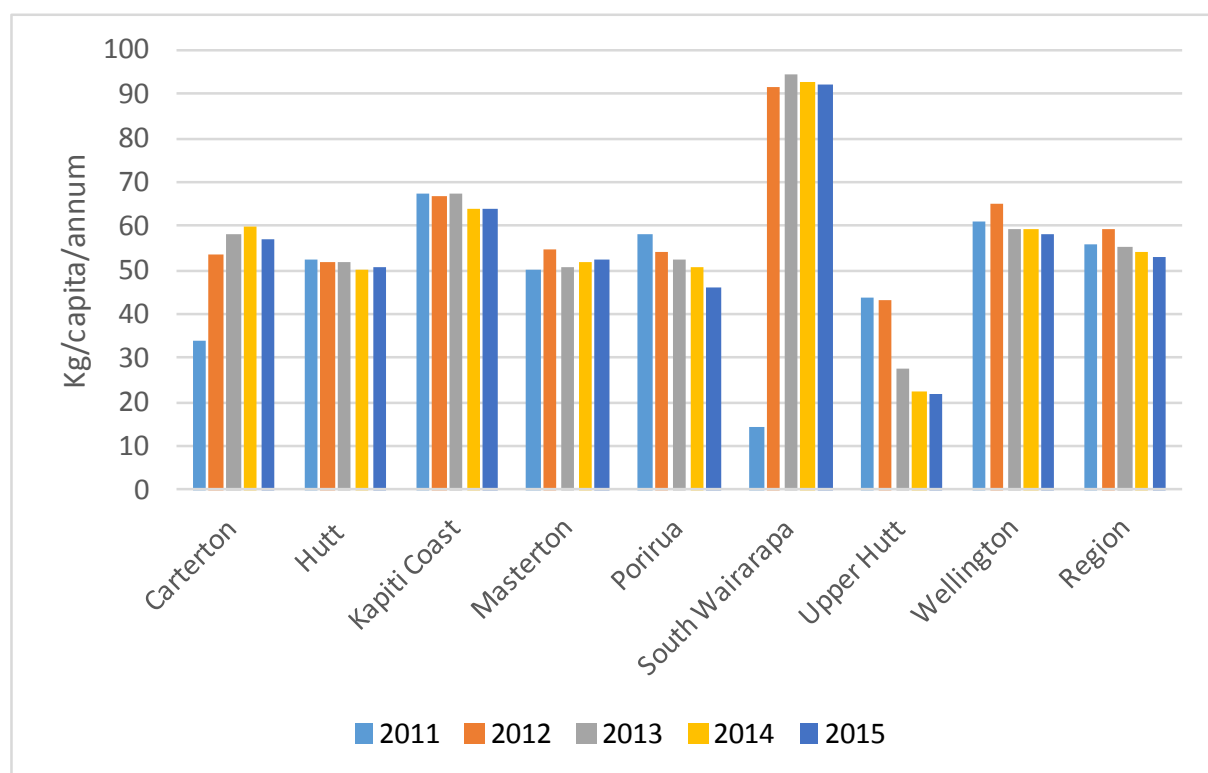
Per capita recycling rates for the individual territorial authorities are provided in Table 37 and Figure 16.

Table 37: Per Capita Kerbside Recycling - Kg/Capita/Annum - By Area

Kerbside recycling - includes council and private collections - kg/capita/per annum	2010/11	2011/12	2012/13	2013/14	2014/15
Carterton (1)	34	53	58	60	57
Hutt	53	52	52	50	50
Kāpiti Coast	67	67	67	64	64
Masterton	50	55	51	52	52
Porirua	58	54	52	51	46
South Wairarapa (1)	14	92	95	93	92
Upper Hutt	44	43	28	22	22
Wellington	61	65	59	60	58
WELLINGTON REGION	56	59	55	54	53

(1) Includes transfer station drop-off tonnages

Figure 16: Per Capita Kerbside Recycling – Kg/Capita/Annum - By Area



Although the per capita kerbside recycling rates vary significantly between the different council areas, several factors need to be taken into consideration:

- The number of households in each area served by kerbside recycling collections has not been taken into account in the calculations
- Residents of rural areas, both those with kerbside recycling and those without, may be more likely to use drop-off facilities than residents of urban areas because of the convenience factor
- Many residents of Carterton District may use Masterton transfer station for their recycling drop-off
- The Wellington City kerbside recycling rate increased markedly when the two-bin system was introduced
- Upper Hutt City Council discontinued its kerbside recycling service in February 2013. Two of the four private operators collecting kerbside refuse also offer kerbside recycling services.
- All of the private operators collecting kerbside refuse in Kāpiti Coast District also offer kerbside recycling services.

6.1.4 Comparison of Activity Source of Waste to Class 1 Landfills

Table 38 compares the proportions of the different activity sources of waste from three other areas with Wellington region. Derivation of the Wellington region data is discussed in section 5.5 Special wastes and cleanfill are excluded from the analysis.

Table 38: Comparison of Activity Sources of Waste with Other Districts

% of waste to landfill – excl. special waste and cleanfill	Christchurch City	Hamilton City	Taupo District	Wellington region
Year of audit	2012	2013	2013	2013 - 2014
Construction & demolition	27.3%	16.9%	17.6%	12.7%
Domestic kerbside (1)	28.4%	27.9%	30.0%	40.5%
Industrial/commercial/ institutional	32.4%	45.4%	36.6%	34.3%
Landscaping	4.2%	3.9%	3.6%	6.1%
Residential	7.7%	6.0%	12.2%	6.4%
TOTAL	100%	100%	100%	100%

(1) Includes both council and private kerbside collections and includes an unknown proportion of refuse from commercial properties

The relative proportions of the activity sources of waste in each district reflect the economic activity in the area and other factors, such as earthquake reconstruction in

Christchurch. The low proportion of C&D waste in Wellington region is likely to be associated with a low level of construction activity compared to the other areas.

6.1.5 Council Bag Share of Domestic Kerbside Refuse Market

All of the councils in Wellington region (other than Kāpiti Coast District Council) currently provide for kerbside refuse collection services to residents, based on user-pays plastic refuse bags. Kāpiti Coast District Council no longer offers this service to residents, having ceased the sale of refuse bags in July 2013. In all areas where a council service is offered, the council service is in competition for market share with private refuse collectors.

In section 6.1.2, the uncertainties related to quantifying the domestic kerbside refuse market are discussed. However, by extrapolating the results of two SWAP audits across the region, a figure of 206 kg/capita/annum of domestic kerbside refuse (from Table 26) has been derived. This figure includes both council and private collections.

The most accurate basis for measuring the individual council's share, by weight, of the domestic kerbside refuse market is by converting the number of refuse bags sold by the councils each year into a tonnage figure. This tonnage (based on an average bag weight of 6.25 kg) can then be used to calculate each council's share of the domestic kerbside refuse market for the year, based on total kerbside collection equalling 205 kg/capita/annum. The calculation for Wellington region in 2014/15 is shown below.

Table 39: Council Bag Share of Domestic Kerbside Refuse Market - 2014/15

Council bag share of domestic kerbside refuse market - by weight - assuming 206 kg/capita/annum of domestic kerbside refuse generated	
Total tonnage of domestic kerbside refuse	102,403
Number of council refuse bags sold	2,812,167
Tonnage of council refuse bags at 6.25 kg/bag	17,576
Tonnage of council refuse bags as % of total tonnage	17.2%

The results of the calculations for individual territorial authorities for the last five years are shown in Table 40. It is emphasised that these are high-level estimates of the councils' market shares and have not involved the detailed data-gathering and analysis that would be required for more reliable estimates to be made. It should also be noted that the market share is calculated on the basis of weight, not the numbers of households using the services. Low volume users tend to be more likely to use a bag service as is provided by most councils, meaning the share of households is likely to be higher than indicated on the basis of weight. Further estimates made by some of the councils are presented in Appendix A.7.0.

The regional calculations do not take into account a number of factors that would need to be considered to produce a precise estimate for any individual TA. One such factor, for example, is the number of properties serviced by kerbside refuse collections. In

some areas, private collectors service a wider area than the council's collection and some remote properties receive no kerbside service at all. These factors have not been taken into account.

Table 40: Council Bag Share of Domestic Kerbside Refuse Market (by Weight)

Council bag share of domestic kerbside refuse market – by weight ⁽¹⁾	2010/11	2011/12	2012/13	2013/14	2014/15
Carterton	23%	21%	19%	19%	19%
Hutt	19%	18%	15%	15%	15%
Kāpiti Coast	19%	19%	10%	0%	0%
Masterton	23%	23%	20%	22%	21%
Porirua	19%	17%	16%	13%	12%
South Wairarapa	27%	29%	32%	33%	36%
Upper Hutt	21%	18%	15%	12%	10%
Wellington	30%	28%	27%	26%	24%
WELLINGTON REGION	24%	23%	20%	18%	17%

(1) Assuming each refuse bag weighs 6.25 kg and every resident generates 206 kg of domestic kerbside refuse per year.

Region-wide, the council bag share of the domestic kerbside refuse market has declined from approximately 24%, by weight, in 2010/11 to 17% in 2014/15, assuming a per capita domestic kerbside refuse disposal rate of 205 kg/capita/annum for all areas of the region.

The only council to have increased its market share over this period has been South Wairarapa District Council. In that district, the cost of the Council's user-pays refuse bags is rates-subsidised, resulting in the Council service being more competitive than in other areas.

6.1.6 Diversion Rate - by Material Type

Section 5.4 presents the composition of waste disposed of at Class 1 landfills from Wellington region. In section 5.6, the diversion from landfill disposal of several waste materials has been summarised. By combining the two sets of data, a mass balance for these materials can be estimated and diversion rates calculated for each. The results of this analysis are shown in Table 41.

Table 41: Diversion Rates for Selected Recoverable Materials - 2014/15

Diversion rate of selected recoverable materials - 2014/15	Mixed paper and containers	Scrap metal	Greenwaste	Food and meat waste
Kerbside recycling collections	26,375	0	0	0
Commercial recycling collections	14,904	101,877	0	0
Composted	0	0	19,785	1,121
Recovered	0	0	0	200
Rendered	0	0	0	25,000
Subtotal	41,279	101,877	19,785	26,321
Class 1 landfill	38,888	7,828	27,921	39,934
Recovery rate	51.5%	92.9%	41.5%	39.7%

Based on the available data, scrap metal has the highest recovery rate, with over 90% of metals being recovered as opposed to landfill disposal. This can be compared to a recent study showing the recovery rate for Australia being about 70%.²⁵ Mixed paper and containers (primarily packaging materials) had an estimated recovery rate of 51%. This compares to a Packaging Council of NZ estimated recovery rate for New Zealand of approximately 56%.²⁶

Greenwaste and food and meat waste both had recovery rates of about 40%. It should be noted that the recovery rate for food and meat waste would be markedly lower if rendered meat processing by-products were not included in the total. It could be argued that industrial by-products are not “waste materials”, as such, but one output of the industrial process. If rendered meat by-products were not considered to be “recovered”, the recovery rate for food and meat would be 3%.

6.1.7 Diversion Potential of Waste to Class 1 Landfills

An estimate of the composition of waste disposed of at Class 1 landfills from the Wellington region has been provided in section 5.4. The estimate is presented in terms of the twelve primary categories recommended by the SWAP. The estimate has been based on SWAP surveys in Kāpiti Coast District and Silverstream landfill in 2013 and 2014. These surveys classified waste into 24 materials types, most of which identify the recoverability of a material.

²⁵ Golev, A., Corder, G., Modelling metal flows in the Australian economy, Journal of Cleaner Production (2015), viewed on 22/01/2016 at <http://dx.doi.org/10.1016/j.jclepro.2015.07.083>
<http://wealthfromwaste.net/wp-content/uploads/2015/09/Modelling-metal-flows-in-the-Australian-economy.pdf>

²⁶ PAC.NZ historical data, no longer available online

Based on an analysis of the secondary composition presented in A.4.2, the diversion potential of the waste disposed of at Class 1 landfills from Wellington region has been estimated as shown in Table 42 below.

Materials that have been considered divertable are those which are already being recovered or otherwise diverted from landfill disposal elsewhere in New Zealand. It is recognised that no system established for the recovery of waste materials is capable of diverting 100% of that material from the waste stream. The estimate that is presented, therefore, represents a theoretical maximum, rather than the proportion of the waste stream that is likely to be recovered should a full suite of diversion initiatives be established. As with the primary composition presented in Table 25, the diversion potential is presented for both general waste - excluding special waste and non-levy paid cleanfill - and general waste and special waste combined - excluding non-levy paid cleanfill.

Table 42: Diversion Potential of Levied Waste to Class 1 Landfills

Diversion potential of levied waste to Class 1 landfills from Wellington region		General waste - excludes special waste and cleanfill		General waste and special waste - excludes cleanfill	
Primary category	Secondary category	% of total	Tonnes 2014/15	% of total	Tonnes 2014/15
Paper	Recyclable	10.8%	27,316	9.0%	27,316
Plastics	Recyclable	1.2%	2,925	1.0%	2,925
Putrescibles	Kitchen/food	15.8%	39,934	13.2%	39,934
Putrescibles	Greenwaste	11.1%	27,921	9.2%	27,921
Ferrous metals	All	2.5%	6,202	2.1%	6,202
Non-ferrous metals	All	0.6%	1,626	0.5%	1,626
Glass	Recyclable	3.4%	8,647	2.9%	8,647
Textiles	Clothing/textile	1.5%	3,768	1.2%	3,768
Rubble	Cleanfill	2.3%	5,712	1.9%	5,712
Rubble	Plasterboard	1.8%	4,516	1.5%	4,516
Timber	Untreated/unpainted	2.2%	5,660	1.9%	5,660
Potentially hazardous	Sewage sludge	0.0%	0	10.5%	31,823
TOTAL DIVERTABLE		53.2%	134,227	55.0%	166,050

Over 50% of both waste streams analysed could, theoretically, be diverted from landfill disposal. The largest divertable component of both waste streams is kitchen/food waste. The second largest divertable component of the general waste stream that excludes special waste is paper, which comprises 10.8% of the total. The second largest divertable component of the waste stream that includes special waste is sewage sludge, which comprises 10.5% of the total.

7.0 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 in Wellington region's context are likely to include the following:

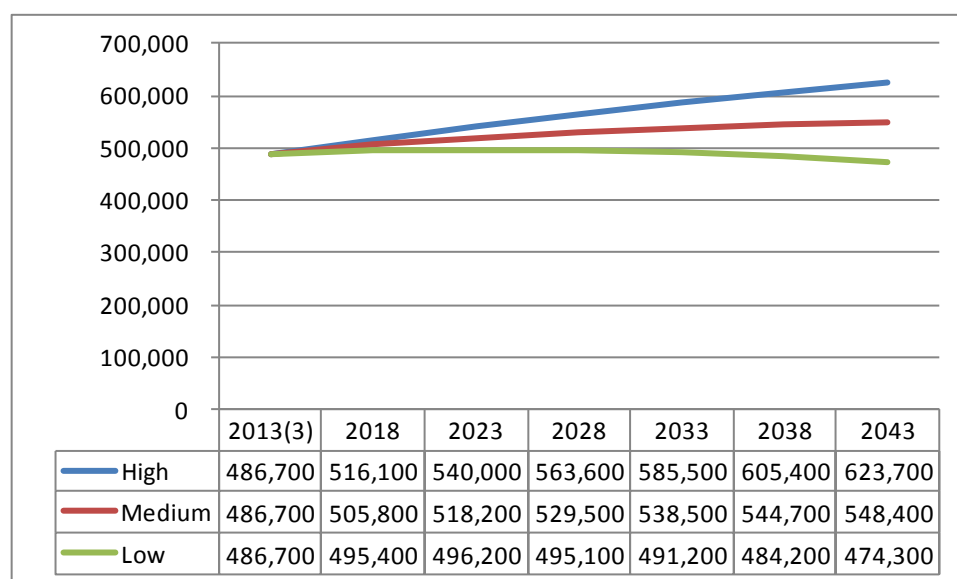
- Overall population growth
- Economic activity
- Changes in lifestyle and consumption
- Changes in waste management approaches

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

Statistics NZ population projections (updated February 2015) are presented below.

Table 43: Forecast Wellington Region Population



Source: Statistics New Zealand

Table 44: Forecast Change in Wellington Region Population

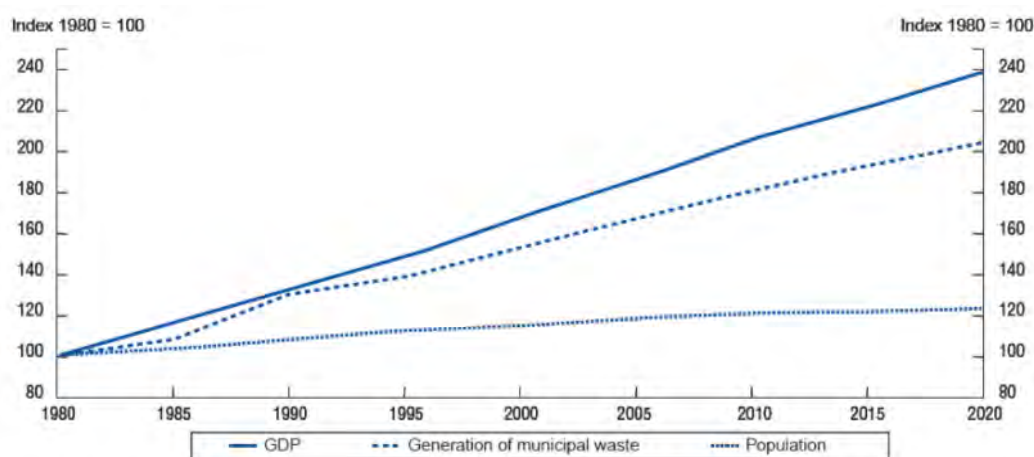
	Population change	Average Annual (%)	30-Year Total %
High	+137,000	0.8%	28%
Medium	+61,700	0.4%	13%
Low	-12,400	-0.1%	-3%

The forecasts represent a wide range of possible future outcomes. Estimating demand for future waste services is a necessary balance between ensuring sufficient infrastructure is available and not over-committing capital. While there are a number of drivers, it is considered that the “medium” series provides a conservative basis for estimating the future increased demand for waste management services due to population growth.

7.1.2 Economic Activity

Overall, the economy in the region has grown relatively slowly, but steadily, in recent years and it is anticipated that this will continue. The implications for waste management are, therefore, that anticipated growth in economic activity will result in an increase in the amount of waste generated. There is a need to ensure that planned changes in services and facilities are sufficiently future proofed.

For reference, Figure 17 below shows the growth in municipal waste in the OECD plotted against GDP and population.

Figure 17: Municipal Waste Generation, GDP and Population in OECD 1980 - 2020

Source: OECD 2001.

Research from the UK²⁷ and USA²⁸ 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.

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. To be able to use GDP and population as accurate predictors of waste generation requires establishing correlations between changes in these factors and changes in waste generation. Ideally, co-efficients for each factor would be calculated, with an analysis, such as regression analysis, performed to determine the impact of each of the factors, and projections conducted from this base data.

When data is analysed for the Wellington region, however, the correlations between population, GDP, and waste and recycling are not apparent. While population and GDP have increased over the last 10 years, waste to disposal and to recovery has declined slightly since 2005. Plotting these numbers against each other therefore produces negative correlations. A likely explanation for this disconnect between population and GDP and waste generation is incomplete datasets – particularly around material recovered by the private sector and material going to Class 2-4 landfills.

7.1.3 Changes in Lifestyle and Consumption

Community expectations relating to recycling and waste minimisation are anticipated to lead to increased demand for recycling services.

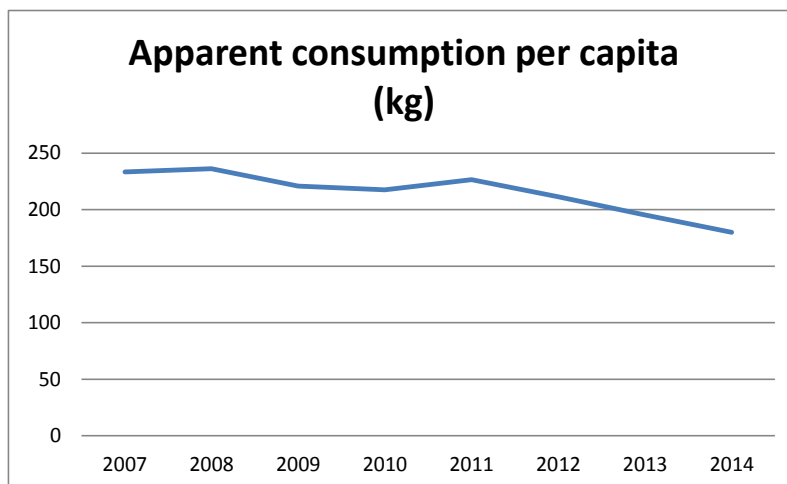
Consumption habits will affect the waste and recyclables generation rates. For example, there has been a national trend related to the decline in newsprint. In New Zealand, the production of newsprint has been in decline since 2005, when it hit a peak of 377,000 tonnes, falling to 276,000 tonnes in 2011.²⁹ Further indication of the decline in paper consumption comes from the Ministry for Primary Industry statistics shown in Figure 18.

²⁷ Eunomia (2007), *Household Waste Prevention Policy Side Research Programme*, Final Report for Defra, London, England

²⁸ EPA, 1999. National Source Reduction Characterisation Report For Municipal Solid Waste in the United States

²⁹ http://www.nzherald.co.nz/business/news/article.cfm?c_id=3&objectid=10833117

Figure 18: Apparent Paper Consumption per Capita



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:

- Statutory requirement in the Waste Minimisation Act 2008 to encourage waste minimisation and decrease waste disposal – with a specific duty for TAs to promote effective and efficient waste management and minimisation and to consider the waste hierarchy in formulating their WMMPs.
- Requirement in the New Zealand Waste Strategy 2010 to reduce harm from waste and increase the efficiency of resource use.
- 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 \$10 per tonne) and the New Zealand Emissions Trading Scheme. While these have not been strong drivers to date, there remains the potential for their values to be increased and to incentivise diversion from landfill
- Collection systems. In brief, more convenient systems encourage more material. An increase in the numbers of large wheeled bins used for refuse collection, for example, drives an increase in the quantities of material disposed of through them. Conversely, more convenient recycling systems with more capacity help drive an increase in the amount of recycling recovered.
- 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.
- Local policy drivers, including actions and targets in the WMMP, bylaws, and licensing.
- 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 and most significantly by commodity prices for the equivalent virgin materials. The risk is linked to the wider global economy through international markets.

7.1.5 Summary of Demand Factors

The analysis of factors driving demand for waste services in the future suggests that changes in demand will occur over time but that no dramatic shifts are expected. If new waste management approaches are introduced, this could shift material between disposal and recovery management routes.

Population and economic growth will drive moderate increases in the waste generated. The biggest change in demand is likely to come about through changes within the industry, with economic and policy drivers leading to increased waste diversion and waste minimisation.

7.1.6 Projections of Future Demand

Total waste and recovered material quantities in Wellington region are estimated to grow slowly over the next ten years in line with population and economic growth. For the purposes of projecting total waste quantities, it has been assumed that kerbside refuse, greenwaste, and all recyclables will grow in line with population. The Stats NZ 'med' population projection has been used for estimating kerbside recycling and refuse. It is assumed that other waste to landfill (mainly industrial/commercial/institutional waste and drop-off materials) and C & D waste will grow at a similar rate as GDP, with an assumed growth rate of 2% per annum.

Figure 19: Mid-Level Projection - No Significant Change in Systems or Drivers

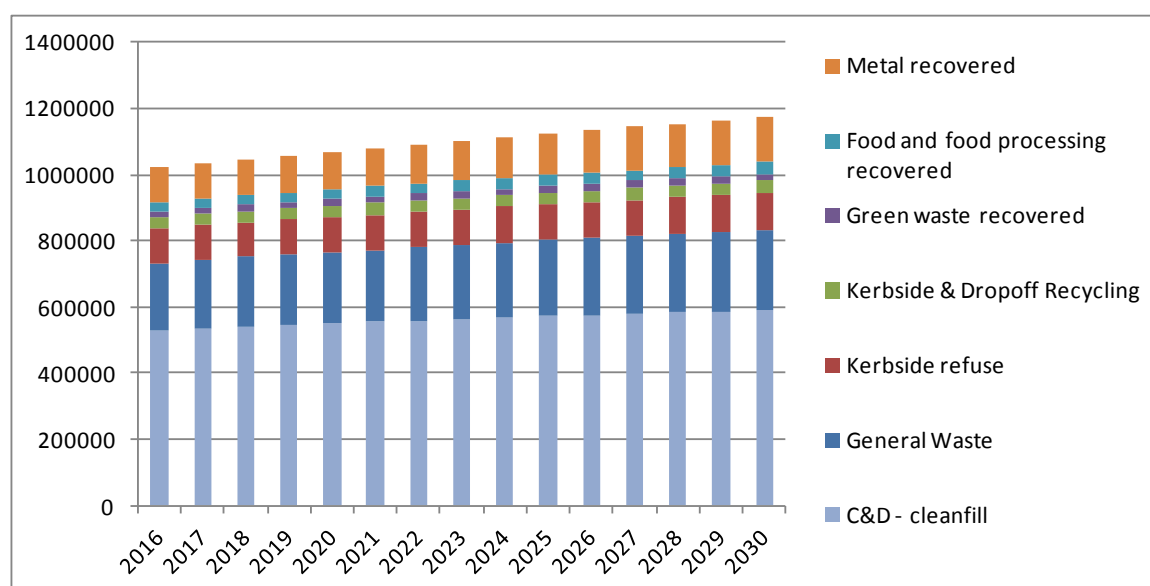
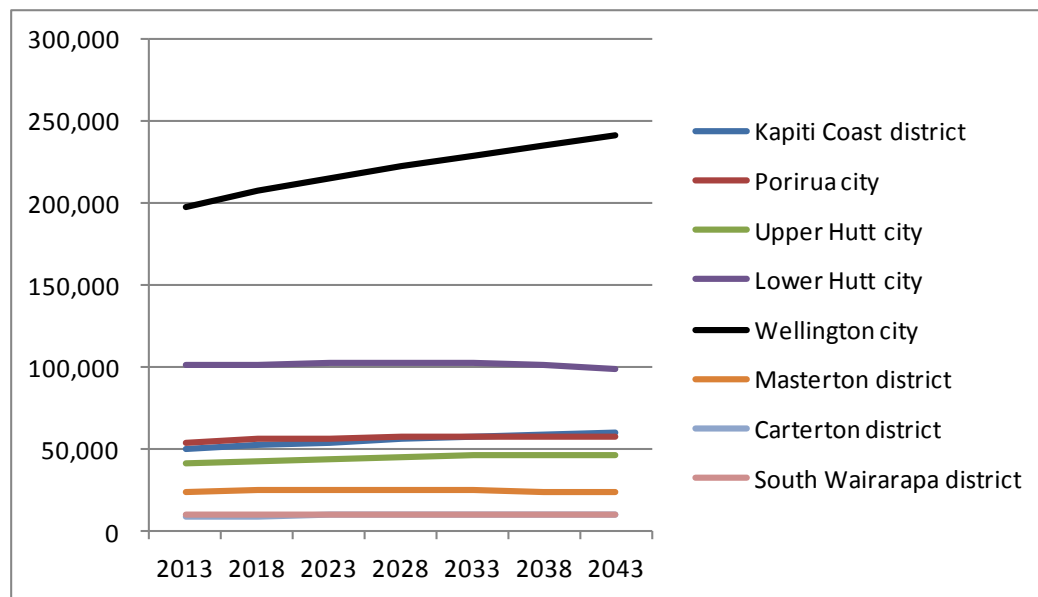


Figure 20: Number of Households



One key element of future demand is the demand for household services. As household numbers increase, this will precipitate a corresponding increase in the service requirement. The above chart shows that the numbers of households requiring service will increase steadily in Wellington City but remain essentially static in other parts of the region.

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 ‘gaps’ have been identified:

- Data quality and management of data
- Cleanfill numbers and tonnages
- Declining Council market share of kerbside refuse and recycling collections
- The amount of kerbside recycling per capita is relatively low compared to other TAs
- Recycling performance static or declining
- Biosolids management currently reliant on landfilling of all material
- Low diversion rate of organics, including both greenwaste and food waste
- Councils operate a range of different funding and management models, which is a barrier to greater collaboration. Despite this, there is potential for greater joint working in Council service delivery (e.g. more consistent approach to kerbside services)
- There is no food waste processing capacity
- Information about the amount and type of waste that is going to unregulated disposal (farm pits, cleanfill and burning) is scarce
- Rural areas have a number of recycling drop-off points but rural services are still somewhat limited

- Recycling services at public events (such as markets and sports events) are not promoted
- Provision of public place recycling bins is limited.

7.2.1 Waste Streams

Priority waste streams that could be targeted to further reduce waste to landfill would include:

- More kerbside recyclables both from domestic and commercial properties
- Organic waste, particularly food waste both from domestic and commercial properties
- Industrial and commercial plastic is a significant part of the waste stream which may be able to be recycled
- Farm waste is a relatively unknown quantity and increased awareness of the problems associated with improper disposal may drive demand for better services
- Construction and demolition waste in particular timber is a significant part of the waste stream which may be able to be recovered
- E-waste collection and processing capacity in the district, while better than many areas, has room for improvement
- Biosolids
- Waste tyres may not be a large proportion of the waste stream, however the effectiveness of the management of this waste stream is unknown. Issues with management of this waste stream have recently been highlighted nationally

Infrastructure to manage the increased quantities and new waste streams will be required.

7.2.2 Hazardous Wastes

Potentially hazardous household wastes such as paint, oil, and chemicals are collected at transfer stations. There is a need to review the provision of these services at the transfer stations to ensure proper storage and management procedures are followed, so as to protect the health of workers, the public and the environment.

Options for hazardous wastes include:

- Reviewing management procedures of hazardous wastes at transfer stations
- Undertaking more detailed monitoring and reporting of hazardous waste types and quantities, including medical waste
- Improving public information about correct procedures for managing hazardous wastes, including medical waste and asbestos
- Introducing a bylaw licensing collectors. This will improve information on hazardous waste movements and enable enforcement of standards

7.2.2.1 Asbestos Removal

Some commonly used products that contain asbestos include roof tiles, wall claddings, fencing, vinyl floor coverings, sprayed fire protection, decorative ceilings, roofing

membranes, adhesives and paints. The most likely point of exposure is during building or demolition work. All three Class 1 landfills in the region are consented to take asbestos, as is the Nursery Road cleanfill site in Masterton, and operators must comply with consent conditions and operational Health and Safety requirements.

7.2.2.2 Medical Waste

The Pharmacy Practice Handbook³⁰ states:

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 should comply with the guidelines in NZ Standard 4304:2002 – Management of Healthcare Waste.

Medical waste removal and disposal are currently adequately catered for in the region in respect of institutional wastes. Sources of medical waste from households have no special provision.

7.2.2.3 E-waste

Without a national product stewardship scheme, the e-waste treatment and collection system will continue to be somewhat precarious. Currently, companies tend to cherry-pick the more valuable items, such as computers and mobile phones. As a result, the more difficult or expensive items to treat, such as CRT TVs and domestic batteries, will often still be sent to landfill.

There are a limited number of collection points in the region at the transfer stations and resource recovery facilities and there is no consistent region-wide approach to e-waste management.

³⁰ <https://nzpharmacy.wordpress.com/2009/06/09/disposal-of-unwanted-medicines/>

8.0 Initial Review of the 2011 Waste Management and Minimisation Plan

An initial review of the 2011 WMMP was undertaken to inform the current Waste Assessment, and to help identify potential improvements to the effectiveness of a new WMMP. The key points emerging from the initial review are noted below.

8.1 Data

The data contained in the 2011 WA and WMMP is of variable quality and there are substantial gaps in the data, in particular around privately managed wastes, cleanfill, and quantities of materials recovered.

8.2 Key Issues

The 2011 WA and WMMP correctly identified many of the key issues facing the region including:

- Poor quality data
- Inconsistency in service provision
- Inconsistency in regulation
- High quantities of biosolids disposed of at some landfills
- Large quantities of organic material disposed of to landfill.

8.3 Other Issues Not Addressed

There are a number of issues that either were not addressed in the previous WMMP or have since emerged. These include:

- **Council market share.** Many of the Councils have a relatively small share of the kerbside refuse collection market and, in most cases, it is declining. This reflects a move towards private operators' wheeled bin services and away from the bag-based services that the Councils offer. This issue was not addressed in the 2011 WA or WMMP.
- **Declining recycling rates.** The quantities of material being recycled by households is relatively low across the region and is continuing to decline
- **Lack of recovery of C&D materials.** There is a lack of infrastructure to recover construction and demolition-type materials such as concrete, brick, wood, metal, and plasterboard. Much of this material is likely to be currently going to Class 2-4 landfills.

8.4 New Guidance

New Guidance from MfE on Waste Management and Minimisation Planning was released during the development of this Waste Assessment. The 2011 WA and WMMP, while consistent with the guidance at the time they were written, do not fully align with the new (2015) MfE Guidance. The new guidance places more emphasis on funding of plans, inclusion of targets and how actions are monitored and reported. The 2011

documents did not provide data in accordance with the National Waste Data Framework, as suggested by the new guidance.

8.5 Actions

The current WMMP proposes 19 regional actions. While each of these actions may be justified, there is no priority assigned to the actions and no structure provided to guide how they might best work together and be implemented. A Governance Committee was formed in November 2015 to establish formal reporting and accountability on the WMMP.

8.6 Implementation Plan

The 2011 WMMP does not contain a clear plan for implementation of the proposed actions that includes assignment of responsibilities, allocation of resources, and delivery timeframes.

8.7 Limited Progress

Potentially as a result of the last two points, limited progress has been made on implementing the actions contained in the 2011 WMMP. Only four of the 19 actions have been taken forward, with only the education strategy having so far been completed. Work on a regional solid waste bylaw is in progress, there has been some progress on biosolids investigation, and development of a subsequent WMMP is underway.

9.0 Statement of Options

This section sets out the range of options available to the Councils to address the key issues that have been identified in this Waste Assessment. An initial assessment is made of the strategic importance of each option, the impact of the option on current and future demand for waste services, and the Council's role in implementing the option. Options presented in this section would need to be fully researched, and the cost implications understood before being implemented.

9.1 Key Issues to Be Addressed by WMMP

The key issues identified in this Waste Assessment that have the greatest effect on the Councils' ability to meet their statutory obligations are:

1. **Increasing quantities of levied waste to Class 1 landfills** - The tonnage of levied waste to Class 1 landfills increased 5.4% between 2012/13 and 2014/15. Population in the region increased 2.1% during this period.
2. **Poor data quality** - A lack of data, particularly on the activities of the private waste and recycling sector, limits Councils' ability to effectively manage waste in the region. This constrains ability to plan for and respond to future demand
3. **Disposal of unknown quantities of waste to Class 2-4 landfills** - While the data on Class 2-4 landfills that is available to the Councils is very limited, it is likely that considerable quantities of recoverable materials are disposed of to these facilities.
4. **Declining Council kerbside refuse market share** – Available tonnage data suggests that the share of the market attributed to council user pays bag collections is declining. Households instead are increasingly choosing private services, in particular large wheeled bins. Evidence suggest use of wheeled bins leads to greater quantities of waste disposed of including more organic material and items that could be recycled.
5. **Suboptimal overall recycling performance.** The Wellington region has a below average level of recycling performance compared to other centres in NZ.
6. **Recycling performance static/declining.** Not only is recycling performance weak overall, but data suggests it is static or declining in most areas. This may be related to the increasing market share of large wheeled bins for rubbish.
7. **Sewage sludge/biosolids management.** The primary disposal pathway for biosolids is landfill. Where this material has high moisture content it can create landfill management issues. It also represents a high fraction of organic waste that could potentially be recovered for beneficial use.
8. **Low diversion rate on organics.** While a large proportion of meat processing waste is recovered through rendering and a reasonable fraction of garden waste is composted, there is very little diversion of food waste and there is further room to capture and compost more garden waste. Food and green waste represent the largest fractions of material being landfilled and so this is potentially the biggest opportunity to improve diversion.
9. **Councils operate a range of different funding and management models.** Perhaps the greatest barrier to enhanced collaboration is that waste is managed

in divergent ways among the constituent councils and each council responds primarily to the particular drivers within their area. Differing ownership of assets, service delivery expectations, and rates funding levels all create differing imperatives.

10. **Unrealised potential for greater joint working in Council service delivery.** The locally focused approach to waste management has resulted in a range of systems, many of which have evolved over time, and are not necessarily configured to deliver optimum results in terms of cost and waste minimisation performance. There are likely to be gains from a more consistent approach that utilises best practice (e.g. more consistent approach to kerbside services)

In general, despite having a joint WMMP since 2011, waste management in the region has been quite disjointed. This is partly a function of geography and the different drivers within each area, but it may also reflect that potential benefits of closer working have not been fully realised.

9.2 Regulation

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
R1	Maintain existing bylaw regimes	Maintaining bylaw status quo would not have a positive effect on any the key issues.	<p><i>Social/Cultural:</i> uneven understanding of the waste flows in the district</p> <p><i>Environmental:</i> variable ability to guard against environmental degradation through illegal disposal, variable ability to require environmental performance standards are met (e.g. recyclable material is separated)</p> <p><i>Economic:</i> No change to current systems.</p> <p><i>Health.</i> Limited ability to monitor and enforce actions of current providers and ensure public health is protected</p>	A lack of data and controls on private operators limits Councils' ability to effectively manage waste in the region. This constrains ability to plan for and respond to future demand	<p>Councils would implement and enforce existing bylaws; monitoring and reporting on waste quantities and outcomes.</p> <p>Minor changes will be required to align with the National Waste Data Framework.</p>
R2	<p>Review Solid Waste Bylaws and implement Regional Solid Waste Bylaw.</p> <p>The regional bylaw would look to provide</p>	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>3 Cleanfill numbers and tonnages</p>	<p><i>Social/Cultural:</i> better understanding of the waste flows in the district, wider range of services offered to residents</p>	Improved bylaws would, as a minimum, require reporting of waste material quantities. Collecting waste data is imperative to planning how to increase	<p>Councils would develop and enforce the bylaws; monitoring and reporting on waste quantities and outcomes</p> <p>The solid waste bylaw must</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	<p>consistency and provide a wider range of regulatory powers. This could include:</p> <ul style="list-style-type: none"> • Licensing of operators and facilities • Restrictions on material that is collected and landfilled • Events • Tyres and other difficult wastes • Controls over private collectors of residual wastes • Container restrictions (e.g. 240L wheeled bin bans, colours) • Multi-unit dwellings, rural waste • Cleanfills. 	<p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p> <p>8 Poor diversion rate on organics</p>	<p><i>Environmental:</i> would increase diversion from landfill and information about disposal practices and could potentially guard against environmental degradation through illegal disposal</p> <p><i>Economic:</i> increase cost for operators; additional resources will be required to monitor and enforce the regulatory system</p> <p><i>Health.</i> greater monitoring of providers to ensure no adverse health risks occur</p>	<p>waste minimisation across Council provided services and commercial waste streams</p> <p>The bylaw could also be used to require minimum performance standards. This could be a key mechanism for addressing waste streams currently controlled by the private sector and how they provide their collection services.</p> <p>Requiring provision of a recycling collection to all customers, and preventing the use of large bins for refuse collection, could decrease the amount of waste sent to landfill. The amount of recyclables requiring processing would increase.</p>	<p>not be an unreasonable hindrance on private business seeking to take advantage of opportunities to take part in waste minimisation and waste management activities. This includes how waste, recovery, diversion, recyclables and disposal is defined within the document.</p> <p>In considering a licensing approach, the Councils should seek to liaise with the other initiatives (e.g. BoP/Waikato regional project, Auckland Council). Consistency across regions would help reduce unnecessary administrative burden for private operators, and unintended consequences such as less well-regulated areas becoming a target for undesirable practices, such as clean filling, and poorly managed waste facilities.</p>

9.3 Measuring and Monitoring

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
M1	Status Quo	Maintaining data status quo would not have a positive effect on any the key issues	<p><i>Social/Cultural:</i> uneven understanding of the waste flows in the district in particular in respect of recovered material and material to other than Class 1 disposal facilities</p> <p><i>Environmental:</i> Limited ability to monitor and report on environmental outcomes</p> <p><i>Economic:</i> Limited understanding of waste flows restricts ability to identify waste recovery opportunities and creates risk around waste facility and service planning which increases costs.</p> <p><i>Health.</i> Lack of data on potentially harmful wastes and their management</p>	A lack reliable information to monitor and plan for waste management in the region	Councils currently gather data on waste streams they manage or facilities or services they own as well as information supplied by the private sector through licensing or similar
M2	Implement National Waste Data Framework	2 Data quality and management of data	<i>Social/Cultural:</i> improved knowledge of waste flows	The Waste Data Framework would enhance the ability	Councils would implement the Waste Data Framework

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>and better information available to the public on waste and recovery performance</p> <p><i>Environmental:</i> Improved ability to monitor and manage waste collection and disposal information and make appropriate planning and management decisions</p> <p><i>Economic:</i> improved understanding of waste flows resulting in better targeted waste and recovery services and facilities.</p> <p><i>Health.</i> Potential for improved data on hazardous and harmful wastes</p>	to share and collate information improving overall knowledge of waste flows. It currently only covers material to disposal however.	by putting standard protocols in place for the gathering and collation of data. This would enable sharing and consolidation of data at a regional level
M3	Audit waste stream at transfer stations and kerbside every 4-6 years and before and after significant service changes and monitoring of waste flows through contract for	2 Data quality and management of data	<p><i>Social/Cultural:</i> Identifying material streams for recovery could lead to job creation</p> <p><i>Environmental:</i> Ability to identify materials and waste streams for potential</p>	Would not impact on the status quo prediction of demand directly, but would assist in identifying recovery opportunities which could impact facility	<p>Councils would maintain existing service arrangements</p> <p>Minor changes would be required to align with the National Waste Data</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	kerbside refuse collections and licensing conditions.		<p>recovery and reduction</p> <p><i>Economic:</i> Ability to identify materials and waste streams for potential recovery and reduction, giving rise to new business opportunities and reduction of disposal costs</p> <p><i>Health.</i> Potential for improved data on hazardous and harmful wastes</p>	provision	Framework.
M4	<p>Increase monitoring to gather more information in strategic areas, such as commercial waste composition; waste management in rural areas; cleanfill, construction and demolition waste. Audit cleanfill waste streams wherever possible to understand composition of waste.</p>	<p>2 Data quality and management of data</p> <p>3 Cleanfill numbers and tonnages</p>	<p><i>Social/cultural:</i> could raise awareness of waste management in areas where currently very little is known; enable greater monitoring of providers to ensure no adverse health effects occur. Identifying material streams for recovery could lead to job creation.</p> <p><i>Environmental:</i> increased ability to identify additional/alterd services to increase diversion of waste from landfill.</p>	<p>Analysis of available data has shown that there are gaps in knowledge and understanding of waste streams.</p> <p>Availability of more data, and tailoring of services accordingly, could increase demand for recycling services and reduce waste to landfill.</p>	<p>Councils should initiate and oversee research, studies and audits; and feed results into future iterations of waste assessments and WMMP.</p> <p>Councils may need to develop bylaw and licensing systems to gather more data.</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p><i>Economic:</i> there may be additional costs for new programmes put in place. Ability to identify materials and waste streams for potential recovery and reduction, giving rise to new business opportunities and reduction of disposal costs.</p> <p><i>Health.</i> Potential for improved data on hazardous and harmful wastes</p>		

9.4 Communication and Education

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
CE1	Continue existing education programmes including application of the Regional Waste Education Strategy	1 Increasing quantity of waste to landfill 5 Suboptimal overall recycling performance 6 Recycling performance static/declining	<p><i>Social/Cultural:</i> community will be aware of options, engaged in the waste management process, and take a level of ownership of waste issues.</p> <p><i>Environmental:</i> education programmes aim to establish and support positive behaviours that reduce environmental impact.</p> <p><i>Economic:</i> currently funded.</p> <p><i>Health.</i> Public informed of health risks of waste materials and appropriate disposal pathways</p>	Awareness of waste issues and behaviour would not change significantly from current situation.	Councils would continue to fund and coordinate a wide range of education programmes.
CE2	Extend existing communication programme to focus on additional target audiences e.g. farmers, new mothers, retired people, businesses, less engaged sectors of the community.	1 Increasing quantity of waste to landfill 5 Suboptimal overall recycling performance 6 Recycling performance static/declining	<p><i>Social/cultural:</i> community will be more aware of options and more engaged in the waste management process, taking a higher level of ownership of the issue.</p> <p><i>Environmental:</i> education programmes would seek to</p>	Expanding the target audience may improve results in increased recycling and decreased unwanted behaviour such as landfilling and other land disposal.	Councils would fund and/or coordinate education programmes.

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>establish, support and extend positive behaviours that reduce environmental impact.</p> <p><i>Economic:</i> could potentially be funded through waste levy funding.</p> <p><i>Health.</i> Information regarding health risks of waste materials and appropriate disposal pathways would reach a wider audience. More vulnerable sectors of the public informed of health risks related to waste management. Messages better targeted to audiences needs</p>		
CE3	Extend existing communication programmes to support any new rates-funded services provided by the Councils (e.g. food waste collections)	<p>1 Increasing quantity of waste to landfill</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p>	<p><i>Social/cultural:</i> community will be more aware of options and more engaged in the waste management process, taking a higher level of ownership of the issue. Information regarding health risks of waste materials and appropriate disposal</p>	<p>Depending on the new rates-funded services that are provided, this could potentially contribute to a significant reduction in demand for landfill, and an increase in demand for recycling services and processing. Education alone will not support</p>	<p>Councils would fund and coordinate education programmes.</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>pathways would reach a wider audience</p> <p><i>Environmental:</i> education programmes would seek to establish, support and extend positive behaviours that reduce environmental impact</p> <p><i>Economic:</i> could initially be funded through waste levy funding when new services are introduced; subsequent communications would be rates-funded</p> <p><i>Health.</i> Information regarding health risks of relevant waste materials and appropriate management targeted to audiences needs</p>	<p>behaviour change. Pathways need to be provided for residents and businesses to take action on education messages.</p>	
CE4	Regional co-ordination and delivery of waste education programmes	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p>	<p><i>Social/cultural:</i> More consistent messaging and better leverage on education spend assisting community to be more aware of options and more engaged in the waste management process;</p>	<p>Analysis of data suggests there is significant potential to reduce, reuse and recycle more waste. Communities should reduce their reliance on residual waste collections and demand for recycling</p>	<p>Regional coordination and delivery would be undertaken on behalf of Councils (through a jointly funded position or structure). Local needs could be met by working more closely with specific councils and the</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p><i>Environmental:</i> Enhanced ability to establish positive behaviours that reduce environmental impact.</p> <p><i>Economic:</i> consider funding through waste levy funds.</p> <p><i>Health.</i> Information regarding health risks of relevant waste materials and appropriate management able to be targeted to audiences needs</p>	services will increase.	community.

9.5 Collection Services

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
CS1	Status Quo. Different types of collection services and mechanisms for provision are continued throughout the region	Maintaining collections status quo would not have a positive effect on any the key issues.	<i>Social/Cultural:</i> Council and the collection contractor have a responsibility to mitigate the risks associated with kerbside bag collections. Private operators do not necessarily always provide the appropriate levels of	Would not impact on the status quo prediction of demand.	Each Council's role is varied depending on their service provision configuration.

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>service, for example, at peak times.</p> <p><i>Environmental:</i> no new impacts.</p> <p><i>Economic:</i> no new impacts.</p> <p><i>Health.</i> Vulnerable sectors of the community may chose not to access waste services due to cost. In some areas there is limited capacity to reduce costs through recycling</p>		
CS2	<p>Enhanced Status Quo.</p> <p>Councils seek to standardise collection systems and methodologies and procure shared services where there are clear strategic advantages</p>	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>4 Declining Council kerbside refuse market share</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p> <p>10 Potential for greater joint working in Council service delivery</p>	<p><i>Social/Cultural:</i> The impacts will vary depending on the configurations of services that are implemented. In general, council and the collection contractor have a responsibility to mitigate the risks associated with kerbside bag collections. Private operators do not necessarily always provide the appropriate levels of service, for example, at peak times.</p> <p><i>Environmental:</i> The impacts will vary depending</p>	<p>The impacts will vary depending on the configurations of services that are implemented. It could be expected that standardising of services would lead to overall improved levels of diversion due to wider participation in recycling and the ability to present more consistent messages to the community</p>	<p>Currently each Council's role is varied depending on their service provision configuration. Varying roles would be expected to continue but each councils role could change – for example if one council takes a lead role in contract management for a shared service.</p> <p>Councils will need to consider shared service arrangements as part of their S17A reviews and this should inform future</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>on the configurations of services that are implemented. It could be expected that standardising of services would lead to overall improved levels of service provision including recycling</p> <p><i>Economic:</i> The impacts will vary depending on the configurations of services that are implemented. Shared services should lead to more economically efficient outcomes and reduce total costs to the community.</p> <p><i>Health.</i> The impacts will vary depending on the configurations of services that are implemented. Vulnerable sectors of the community may chose not to access waste services due to cost. Where there is limited capacity to reduce costs through recycling this could be mitigated through improved service provision</p>		procurement programmes

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
CS3	Public sector exits collection service provision and licenses private sector operators to provide services to nominated service levels	1 Increasing quantity of waste to landfill 2 Data quality and management of data 3 Cleanfill numbers and tonnages 4 Declining Council kerbside refuse market share 5 Suboptimal overall recycling performance 6 Recycling performance static/declining	<p><i>Social/Cultural:</i> Private operators do not necessarily always provide the appropriate levels of service, for example, at peak times, or in more remote/less economic areas.</p> <p><i>Environmental:</i> Potential for increased waste to disposal/less recycling if the licensing regime does not contain appropriate measures.</p> <p><i>Economic:</i> Rates would reduce for households but private user pays charges would increase for households.</p> <p><i>Health.</i> Vulnerable sectors of the community may chose not to access waste services due to cost.</p>	Could impact on the status quo prediction of demand slightly if private provision leads to increased disposal (e.g. through larger waste containers.) or reduced recycling (e.g. through reduced levels of service)	<p>Councils would (individually or collectively) have responsibility for licensing operators, and monitoring and enforcing license provisions. Provisions could include supply of data, restrictions on container size, requirement to provide recyclables collections etc.</p> <p>A number of councils are currently faced with declining market share (particularly for waste collection services). This option acknowledges this reality and sees councils withdrawing from competition with private services</p>
CS4	The Councils in the region provide kerbside food waste collection services funded through rates.	1 Increasing quantity of waste to landfill 2 Data quality and management of data 5 Suboptimal overall	<p><i>Social/Cultural:</i> residents would be provided with an increased range of services. Collection services would not be provided to rural</p>	This is likely have a significant impact on the amount of waste diverted; reducing the future demand for landfill, and increasing	Councils would provide food waste kerbside collection services through a contract or other type of service agreement.

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
		<p>recycling performance</p> <p>6 Recycling performance static/declining</p> <p>8 Poor diversion rate on organics</p> <p>10 Potential for greater joint working in Council service delivery</p>	<p>dwellings (these may or may not have access to private providers).</p> <p><i>Environmental:</i> Food waste to landfill would be reduced which would lessen the environmental impact from landfills.</p> <p><i>Economic:</i> residents would pay for the collections through rates, By providing an organic waste collection service, rubbish collection costs can be reduced (through container size and/or frequency of collection).</p> <p><i>Health.</i> Households would be able to manage organic wastes safely through a regular collection</p>	<p>the future demand for organic waste processing. A facility/facilities would be required to process the collected organic waste.</p> <p>In the Wellington Region landfill pricing is an important variable/driver to consider in the business case for any new service or the regionalisation of existing services</p>	<p>Councils would manage and monitor service provision and collect full data on the collection service. Additional resource may be required to manage this new service.</p> <p>Councils would need to recover costs for this service through rates; either general rate or a targeted rate charged to those residents that are eligible for the service.</p>
CS5	The Councils seek to provide a standardised recycling service across the region. This would not necessarily entail procuring a single service provider but adoption of	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance</p>	<p><i>Social/Cultural:</i> residents would be provided with an more standardised range of services</p> <p><i>Environmental:</i> Recycling rates could be expected to improve due to wider</p>	<p>The impacts will vary depending on the configurations of services that are implemented. It could be expected that standardising of services would lead to overall</p>	<p>Currently each Council's role is varied depending on their service provision configuration. Varying roles would be expected to continue but each council's role could change – for</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	an agreed methodology which was used as the basis for procurement of the service by Councils either on their own or in shared service arrangements	static/declining 10 Potential for greater joint working in Council service delivery	participation in recycling and the ability to present more consistent messages to the community. <i>Economic:</i> residents would pay for the collections through rates, By providing improved recycling services, rubbish collection costs can be reduced (through container size and/or frequency of collection). <i>Health.</i> More households would be able to manage recyclables through a consistent collection	improved levels of diversion due to wider participation in recycling and the ability to present more consistent messages to the community	example if one council takes a lead role in contract management for a shared service. Councils that do not currently provide a rates funded recycling service would need to enter into a contract management role (or have this done on their behalf by a shared service partner council) Councils will need to consider recycling service provision including shared service arrangements as part of their S17A reviews and this should inform future procurement programmes
CS6	The Councils in the region provide full kerbside collection services funded through rates. This service would enable recycling, organic waste and rubbish to be collected. By providing a comprehensive recycling and organic	1 Increasing quantity of waste to landfill 2 Data quality and management of data 4 Declining Council kerbside refuse market share 5 Suboptimal overall	<i>Social/Cultural:</i> residents would be provided with a much wider range of services. Communication would be based on a consistent system, resulting in a community that is more aware of options and engaged in the waste	This would likely have a significant impact on the amount of waste diverted; reducing the future demand for landfill significantly and reducing reliance on recycling drop-off points; and increasing the future demand for recycling and	Councils would provide three kerbside collection services, through a contract or other type of service agreement. Councils would manage and monitor service provision and collect full data on the collection service.

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	waste collection service, rubbish collections can be reduced (through container size and/or frequency of collection).	<p>recycling performance</p> <p>6 Recycling performance static/declining</p> <p>8 Poor diversion rate on organics</p> <p>10 Potential for greater joint working in Council service delivery</p>	<p>management process. Collection services would not be provided to rural dwellings (these may or may not have access to private providers).</p> <p><i>Environmental:</i> the new services would provide for positive behaviours that reduce environmental impact. Vehicle movements around the region would be reduced.</p> <p><i>Economic:</i> residents would pay for all collections through rates; however most residents would no longer need to pay a private collector for services. A small number of households might experience an increase in rates but not receive the service; unless the service is funded through a targeted rate. There would be an impact on the private sector as their customer base would be significantly</p>	<p>organic waste services and processing. Improvements to recycling processing facility/ies may be required, and a facility/facilities would be required to process the collected organic waste.</p>	<p>Additional resource may be required to manage this new service, which could be managed through a CCO, joint business unit or in-house.</p> <p>Councils would need to recover costs for this service through rates; either general rate or a targeted rate charged to those residents that are eligible for the service.</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<p>reduced (there is the potential for some operators to go out of business); however there would conversely be the opportunity to provide services on behalf of the Councils.</p> <p><i>Health.</i> Vulnerable sectors of the community would have access waste and recovery services. Households would be able to manage organic wastes safely through a regular collection</p>		
CS7	<p>Wairarapa and Kāpiti councils provide farm waste and recycling collection services targeted at improving management of farm wastes. The exact nature of the services would need to be determined but could encompass on property on demand collections using skips/hiab bins or similar to accommodate large</p>	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>3 Cleanfill numbers and tonnages</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p> <p>10 Potential for greater joint working in Council</p>	<p><i>Social/Cultural:</i> All sectors of the community would be catered for.</p> <p><i>Environmental:</i> Rural waste is an issue that is receiving increasing attention, with particular concern around management of hazardous wastes. Provision of appropriate services could substantially improve local soil and groundwater</p>	<p>Most rural waste does not enter the formal waste management system, and so uptake of a service would increase demand for recycling and disposal capacity.</p>	<p>Council would provide a facilitation role for the service and would look to link with and leverage from work being done nationally and regionally on farm waste services. There is potential for this initiative to be supported by RMA rules and objectives in the Regional Plan</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	quantities and reduce the frequency of collection (thus constraining costs).	service delivery	<p>quality.</p> <p><i>Economic:</i> It is proposed that the service would be user pays or part user pays. Farms are commercial enterprises and from that perspective should have the same expectations on them for managing their wastes. It would mean additional costs for farms some of whom would not be willing to pay, and whom would view traditional on farm means of disposal (burn or bury) as preferable.</p> <p><i>Health.</i> Hazardous wastes would be better managed and reduce risks of entry of these substances into the environment through land air and water contamination.</p>		

9.6 Infrastructure

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
IN1	<p>Status Quo:</p> <p>Council owned Class 1 landfills and transfer stations.</p> <p>Council and private Class 2-4 disposal facilities</p> <p>Council organic waste processing</p> <p>Private recyclable processing</p> <p>Private organic waste processing</p>	Maintaining infrastructure status quo would not have a positive effect on any the key issues.	<p><i>Social/Cultural:</i> No change. Variable access to facilities for communities. Variable reuse opportunities.</p> <p><i>Environmental:</i> No change. Biosolids, and C&D waste still going to disposal</p> <p><i>Economic:</i> Economic impacts will vary across the region. Landfills can be valuable assets for the community and reduce the rates burden from waste management.</p> <p><i>Health.</i> Health impacts are managed through ensuring consent conditions are adhered to.</p>	Would not impact significantly on the status quo prediction of demand for	Councils owning landfills and facilities would continue to manage/oversee these
IN2	Organic waste processing facility developed to manage biosolids and food waste streams.	<p>1 Increasing quantity of waste to landfill</p> <p>7 Sewage sludge/biosolids management</p> <p>8 Poor diversion rate on organics</p> <p>10 Potential for greater joint working in Council</p>	<p><i>Social/Cultural:</i> Potential for some cultural issues relating to the use of biosolids-derived compost on land.</p> <p><i>Environmental:</i> improved management of landfills through removal of biosolids and food waste.</p>	Would result in reduced demand for landfill and would increase demand for recovery processing facilities.	<p>Councils would oversee the development of a processing facility, but the technical specifications and management could be contracted out.</p> <p>Councils could fund the new facility(s) in a variety of ways: capital funding</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
		service delivery	<p>Improved landfill life. Potential for beneficial use of organic wastes to improve soil fertility</p> <p><i>Economic:</i> Capital and operations implications from development of a facility</p> <p><i>Health.</i> Health impacts are managed through ensuring consent conditions are adhered to and national guidelines on the application of biosolids to land are followed.</p>		(potentially partly through waste levy funds) could be provided; or it could be developed through a BOOT contract or similar
IN3	<p>A Resource Recovery Network is developed. The RRN could include:</p> <p>A Resource recovery park hosting a range of facilities including organic waste processing, C&D waste processing and extensive reuse operations</p> <p>A network of 'Community Recycling Centres' (building on and adding to existing Transfer Stations</p>	<p>1 Increasing quantity of waste to landfill</p> <p>2 Data quality and management of data</p> <p>5 Suboptimal overall recycling performance</p> <p>6 Recycling performance static/declining</p> <p>7 Sewage sludge/biosolids management</p> <p>8 Poor diversion rate on organics</p>	<p><i>Social/Cultural:</i> enhanced services enabling separation of materials and access to low-cost used goods.</p> <p><i>Environmental:</i> improvement to waste recovery depending on exactly which expanded/additional services are introduced.</p> <p><i>Economic:</i> Councils will need to invest funding in improving existing facilities</p>	Would have an impact on demand for landfill and would increase demand for recycling/recovery services and processing facilities.	<p>Councils' key role would be in overseeing and planning the development and implementation of the network.</p> <p>Councils could fund any new facility(s) in a variety of ways: capital funding (potentially partly through waste levy funds) could be provided; or it could be developed through a BOOT contract or similar. The application of funding</p>

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
	and community facilities) Standardised branding and material acceptance	10 Potential for greater joint working in Council service delivery	and extending the network. <i>Health</i> . Enhanced services enabling separation of materials such as hazardous waste would facilitate appropriate disposal and reduce health impacts.		should ideally recognise the wider value of initiatives, including potential social and economic benefits. Councils would provide capital funding (potentially partly through waste levy funds) to significantly upgrade and improve the current RRP and drop-off facilities. This could be done through a direct service arrangement, or by sub-leasing space to the private or community sectors.

9.7 Leadership and Management

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
LM1	Each Council responsible for own jurisdiction. Appoint regional Coordinator	A regional coordinator will assist in progressing closer working in a number of areas including solid waste bylaws, education, and data	<i>Social/Cultural/Environmental/Economic/Health</i> no new impacts	No significant impact on status quo forecast of future demand	Councils continue to develop strategic documents, such as the WMMP, through the joint committee.
LM2	Collaborate with private sector and community groups to investigate opportunities to enhance economic development through waste minimisation.	1 Increasing quantity of waste to landfill 5 Suboptimal overall recycling performance	<i>Social/Cultural:</i> potential for downstream job creation. <i>Environmental:</i> potential enhancement through waste minimisation. <i>Economic:</i> could result in benefits for the local economy. <i>Health.</i> Health impacts dependent on the nature of the collaboration.	Councils use contractors to provide a range of cost effective waste management services. There are other waste minimisation activities such as reuse shops that are marginally cost effective in strictly commercial sense, but provide a great opportunity for a social enterprise/charitable community group. Having all three sectors working together can provide mutual benefits for all.	Councils to lead and facilitate. Councils recognise the importance of diversity in the mix of scales of economy and localised solutions. Councils will support a mix of economic models to target best fit solutions depending on the situation.
LM3	Councils enter into shared service or joint procurement arrangements where there is mutual benefit	1 Increasing quantity of waste to landfill 2 Data quality and management of data 4 Declining Council	<i>Social/Cultural:</i> some improved consistency in approach. <i>Environmental:</i> impacts depend on the	No significant impact on status quo forecast of future demand. The Wairarapa councils currently have a shared	Councils make a joint formal approach to neighbouring authorities to form collaborative partnerships on various

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
		kerbside refuse market share 5 Suboptimal overall recycling performance 6 Recycling performance static/declining 9 Range of different funding and management models 10 Potential for greater joint working in Council service delivery	implementation of collaborative strategies and projects. <i>Economic:</i> shared services could reduce costs and enable access to better quality services. <i>Health.</i> Enhanced services enabling separation of materials such as hazardous waste would facilitate appropriate disposal and reduce health impacts.	service contract, there may be opportunity for other areas (e.g. Hutt Valley) or if a new service is introduced (e.g. food waste collection)	strategic or operational projects, particularly those already highlighted as collaborative opportunities in the Waste Assessment. Where services are to be shared there will a need to align service provision and contract dates
LM4	Establish a jointly held CCO or similar to manage assets and contracts	2 Data quality and management of data 9 Range of different funding and management models 10 Potential for greater joint working in Council service delivery	<i>Social/Cultural:</i> Significantly improved consistency in approach. <i>Environmental:</i> Impacts depend on the implementation of projects. <i>Economic:</i> shared services could reduce costs and enable access to better quality services. Assets able to be leveraged to develop new needed infrastructure	The jointly held organisation would be able to leverage existing assets to develop new needed infrastructure and provide a consistent coordinated approach across the region. This could dramatically improve the ability to plan and manage waste across the region and respond to future demand requirements If landfills were jointly held then pricing at landfills	Councils would provide governance of the entity and ensure it was meeting its agreed objectives and performance measures Councils would also assign assets and contracts to the new entity for management on their behalf. Shareholding in the entity could be in some proportion to the value of assets, income, and

Ref	Option	Issues Addressed	Strategic Assessment	Impact on Current/Future Demand	Councils' Role
			<i>Health.</i> : Impacts depend on the implementation of projects.	could be configured to incentivise recovery and optimise asset life	contracts provided by each Council. There is also the possibility for public private partnerships in relation to the development of assets and/or service provision
LC5	Lobby for enhanced product stewardship programmes	1 Increasing quantity of waste to landfill 2 Data quality and management of data 5 Suboptimal overall recycling performance 6 Recycling performance static/declining	<i>Social/Cultural:</i> product take back will require behaviour change; potentially better management of hazardous materials. <i>Environmental:</i> improved resource efficiency. <i>Economic:</i> potential for producer pays schemes.	Product stewardship is specifically enabled in the WMA. Fully enacting this principle will help ensure true costs of products are reflected.	Promote current schemes and lobby Government for priority products such as tyres and e-waste.

9.8 Summary Table of Potential Scenarios

The above options can form an almost infinite number of combinations. To simplify consideration of the options, high level scenarios with logical combinations of the above options are laid out in the table below. The scenarios are for illustration and can be amended.

Scenario Name	Collections	Infrastructure	Regulation	Monitoring & Measuring	Education	Leadership & Management
Status Quo	Council user pays refuse Private refuse Private recycling Council Recycling	TA owned landfills TA & Private RTS Private MRF TA & Private composting	Regional bylaw with: operator and facility licensing, Data provision, recycling service standards, container restrictions etc.	Each Council gathers own data in line with National Waste Data Framework (no regional collation)	Regional Education Strategy, Specific regional programmes	Each Council responsible for own jurisdiction. Appoint regional Coordinator
Scenario 1: Expanded Status Quo	Private refuse Private recycling Council user pays refuse Council recycling Council food waste Shared services where advantageous	TA owned landfills TA & Private RTS Private MRF TA & Private composting Joint Council food / biosolids facility	Regional bylaw with: operator and facility licensing, Data provision, recycling service standards, container restrictions etc.	Regional collation and analysis of data	Regional Education Strategy Coordinated regional programmes Standardised branding and signage	Each Council responsible for own jurisdiction. Appoint regional Coordinator
Scenario 2: Full Resource Recovery	Council rates funded refuse Council recycling Council food waste Facilitate farm waste collection services	CCO owned landfills CCO & Private RTS Private MRF TA & Private Composting CCO food / biosolids facility Resource Recovery Network and Park with C&D processing, Reuse, etc Community Recycling Centres/Drop off	Regional bylaw with: operator and facility licensing, Data provision, recycling service standards, container restrictions etc.	Regional collation and analysis of data	Regional Education Strategy Regional communication programme Standardised branding and signage	Jointly held CCO or similar to manage assets and contracts

10.0 Statement of Councils' Intended Role

10.1 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).³¹
- The WMA also requires TAs to have regard to the New Zealand Waste Strategy 2010. The Strategy has two high level goals: ‘Reducing the harmful effects of waste’ and ‘Improving the efficiency of resource use’. These goals must be taken into consideration in the development of the Councils’ waste strategy.
- Under the Local Government Act 2002 (LGA) the 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 Public Health Bill is currently progressing through Parliament. It is a major legislative reform reviewing and updating the Health Act 1956, but it contains similar provisions for sanitary services to those currently contained in the Health Act 1956.
- 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 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.

³¹ 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.

The Wellington region Councils, in determining their role, need to ensure that their statutory obligations, including those noted above, are met.

10.2 Overall Strategic Direction and Role

The overall strategic direction and role is presented in the Waste Management and Minimisation Plan.

11.0 Statement of Proposals

Based on the options identified in this Waste Assessment and the Councils' intended role in meeting forecast demand a range of proposals are put forward. Actions and timeframes for delivery of these 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 Councils' 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.

11.1 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.

11.1.1 Protection of Public Health

The Health Act 1956 requires the Councils 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.

11.1.2 Effective and Efficient Waste Management and Minimisation

The Waste Assessment has investigated current and future quantities of waste and diverted material, and outlines the Councils' 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



13 October 2016

Duncan Wilson
Eunomia Research & Consulting (NZ)
PO Box 78 313
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Auckland 1245
New Zealand

Tēnā koe Duncan

Re: **Wellington Region Waste Assessment April 2016**
Medical Officer of Health Comments under Section 51 - Waste Minimisation Act 2008

This letter is a summary of my review of the Draft Wellington Region Waste Assessment dated 22 April 2016. Specific comments were also provided within the draft document that I reviewed.

Overall I think this is a comprehensive waste assessment which highlights some gaps in information to inform planning for waste minimisation and provides guidance for council activities to be included in a Waste Minimisation and Management Plan (WMMP).

In terms of public health, the biggest risk is the lack of information regarding quantities and fate of hazardous wastes and I support recommendations around improving this information, e.g. via a strengthened bylaw.

Public health can be protected long term by minimising the impact of waste on our environment and therefore actions that minimise waste production should be supported. For this reason, I support actions that reduce waste to landfill and use of best practice for recycling and re-use of materials.

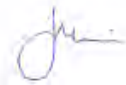
To support behaviour change will require more than education and communication strategies, and will involve ensuring the best choice around waste management is the easiest choice. This includes reviewing accessibility and price for doing the right thing, so certain populations are not disadvantaged (e.g. rural or low socioeconomic groups, or elderly residents).

Utilisation of an approach to involve a wide representation of consumers can help councils understand any barriers to doing the "right thing" and what the community believe would work best. This is a more proactive response than asking for public input on a draft WMMP and could involve focus groups or actively seeking input from community groups that might not normally engage in formal submission processes, to inform a draft WMMP. Such an approach is one way to ensure any decisions made around changes to waste management services do not have unintended consequences for some groups.

Other focuses I support include regional actions where this enhances efficiencies and a focus on reducing the amount of organic waste going to landfill.

Regional Public Health looks forward to being involved in the update of the Wellington Region WMMP, as informed by this Waste Assessment. The WMMP review will be strengthened by aligning with the current Ministry for the Environment guidance that includes more emphasis on funding of plans, inclusion of targets and how actions are monitored and reported.

Ngā mihi



Dr Jill McKenzie
Medical Officer of Health
Regional Public Health

A.2.0 Glossary of Terms

Cleanfill	A cleanfill (properly referred to as a Class 4 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 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'. Properly referred to as a Class 1 landfill.
LGA	Local Government Act 2002
Managed Fill	A 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. Properly referred to as a Class 3 landfill.
MfE	Ministry for the Environment
MRF	Materials Recovery Facility
MSW	Municipal Solid Waste
NZ	New Zealand

NZWS	New Zealand Waste Strategy
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"> a) Anything disposed of or discarded, and 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 c) To avoid doubt, includes any component or element of diverted material, if the component or element is disposed of or discarded.
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 National Legislative and Policy Context

A.3.1 The New Zealand Waste Strategy 2010

The New Zealand Waste Strategy 2010 provides the Government's strategic direction for waste management and minimisation in New Zealand. This strategy was released in 2010 and replaced the 2002 Waste Strategy.

The New Zealand Waste Strategy has two goals. These are to:

- reduce the harmful effects of waste
- improve the efficiency of resource use.

The strategy's goals provide direction to central and local government, businesses (including the waste industry), and communities on where to focus their efforts to manage waste. The strategy's flexible approach ensures waste management and minimisation activities are appropriate for local situations.

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 New Zealand Waste Strategy is available on the Ministry's website at www.mfe.govt.nz/publications/waste/new-zealand-waste-strategy-reducing-harm-improvingefficiency.

A.3.2 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. Councils "must promote effective and efficient waste management and minimisation within its district" (section 42).

Part 4 requires councils 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 aspects of the Waste Minimisation Act are discussed in more detail below.

A.3.3 Waste Levy

From 1st July 2009 the Waste Levy came in to effect, adding \$10 per tonne to the cost of landfill disposal at sites which accept household solid waste. 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.

Currently the levy is set at \$10/tonne and applies to wastes deposited in landfills accepting household waste. The MfE published a waste disposal levy review in 2014.³² The review indicates that the levy may be extended in the future:

“The levy was never intended to apply exclusively to household waste, but was applied to landfills that accept household waste as a starting point. Information gathered through the review supports consideration being given to extending levy obligations to additional waste disposal sites, to reduce opportunities for levy avoidance and provide greater incentives for waste minimisation.”

A.3.4 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

³² Ministry for the Environment. 2014. Review of the effectiveness of the waste disposal levy, 2014 in accordance with section 39 of the Waste Minimisation Act 2008. Wellington: Ministry for the Environment

to manage any environmental harm arising from the product when it becomes waste³³. No Priority Products have been declared as of May 2015.³⁴

The following voluntary product stewardship schemes have been accredited by the Minister for the Environment:³⁵

- 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>

A.3.5 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:

³³ Waste Management Act 2008 2(8)

³⁴ MfE, Priority waste streams for product stewardship intervention: Consultation Feedback Publication date: April 2015

³⁵ <http://www.mfe.govt.nz/waste/product-stewardship/accredited-voluntary-schemes>

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.

A.3.6 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 www.dia.govt.nz/better-local-government.

A.3.7 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 is currently one enacted NES that directly influences the management of waste in New Zealand – 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.

A.3.8 New Zealand Emissions Trading Scheme

The Climate Change Response Act 2002 and associated regulations is 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.

The NZ ETS was introduced in 2010 and, from 2013, landfills have been required to surrender New Zealand Emissions Units for each tonne of CO₂ (equivalent) that they produce. To date however the impact of the NZETS on disposal prices has been very small. There are a number of reasons for this:

- The global price of carbon crashed during the GFC in 2007-8 and has never recovered. Prior to the crash it was trading at around \$20 per tonne. The price has been as low as \$2, but since in June 2015 the Government moved to no longer accept international units in NZETS the NZU price has increased markedly (currently sitting at around \$18 per tonne)³⁶.
- The transitional provisions of the Climate Change Response Act, which were extended indefinitely in 2013 (but have now been reviewed), mean that landfills have only had to surrender half the number of units they would be required to otherwise³⁷.
- 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 into CO₂) 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, two for one surrender only required, and methane destruction of 80-90%) these mean that the actual cost of compliance with the NZETS has been negligible. Disposal facilities have typically imposed charges (in the order of \$5 per tonne) to their customers, but these charges currently reflect mainly the costs of scheme administration, compliance, and hedging against risk rather than the actual cost of carbon.

³⁶ <https://carbonmatch.co.nz/> accessed 19 July 2016

³⁷ The two for one transitional provisions are now to be phased out by the Government from 1 January 2017

The way the scheme has been structured to date also results in some inconsistencies in the way it is applied – for example class 2-4 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 and which can then be captured and offset against ETS liabilities.

Despite these constraints on the impact of the ETS, there may be potential for the picture to change in the future (to a degree). The United Nations Climate Change Conference, (COP21) to be held in Paris France in November – December of 2015, established universal (but non-binding) emissions reduction targets for all the nations of the world. The outcomes could result in growing demand for carbon offsets and hence drive up the price of carbon. The other factor which is likely to come into play is the removal of the transitional provisions from 1 January 2017– meaning that landfills will need to surrender twice the number of NZUs they do currently. Even in a ‘worst case’ scenario however where the transitional provisions are removed and the price of carbon rises dramatically to say \$50 per tonne, the liability for a landfill that is capturing 80% of methane generated would only be \$13.10.³⁸ Therefore while the ETS could have an impact on disposal costs in the medium term this level of impact will likely not be sufficient to drive significant change in the waste sector.

More information is available at www.climatechange.govt.nz/emissions-trading-scheme.

A.3.9 Litter Act 1979

Under the Litter Act 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.

³⁸ Each tonne of waste is assumed under the NZETS to generate 1.31 tonnes of CO₂ equivalent. Therefore one tonne of waste requires 1.31 carbon offsets, which at \$50 a tonne would cost \$65.50. 20% of \$65.50 (the liability if 80% of methane is captured and destroyed) is \$13.10

- 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.

A.3.10 Health Act 1956

The Health Act 1956 places obligations on TAs (if required by the Minister of Health) 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). It specifically identifies certain waste management practices as nuisances (S 29) and offensive trades (Third Schedule). 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. Section 54 only applies where resource consent has not been granted under the RMA. The Health Act enables TAs to raise loans for certain sanitary works and/or to receive government grants and subsidies, where available.³⁹

Health Act provisions to remove refuse by local authorities have been repealed.

A.3.11 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 facilities. Hazardous substances commonly managed by TAs include used oil, household chemicals, asbestos, agrichemicals, LPG and batteries.

³⁹ From: MfE 2009: Waste Management and Minimisation Planning, Guidance for Territorial Authorities.

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.⁴⁰

A.3.12 Health and Safety at Work Act 2015 ⁴¹

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 is due to come 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.

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.

⁴⁰ MfE 2009: Waste Management and Minimisation Planning, Guidance for Territorial Authorities

⁴¹ <http://www.legislation.govt.nz/act/public/2015/0070/latest/DLM5976660.html#DLM6564701>

A.3.13 Other legislation

Other legislation that relates to waste management and/or reduction of harm, or improved resource efficiency from waste products includes:

- Hazardous Substances and New Organisms Act 1996
- 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.

A.3.14 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.

A.4.0 Data Detail

A.4.1 Waste to Class 1 Landfills - by Facility

Carterton Dalefield Road transfer station - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	1,396	1,309	1,071	939	872
Special	0	0	0	0	0
Sludge	0	0	0	0	0
Levied waste	1,396	1,309	1,071	939	872
Cleanfill	0	0	0	0	0
TOTAL	1,396	1,309	1,071	939	872

Kāpiti Coast Otaihanga and Ōtaki Resource Recovery Facilities and Otaihanga closed landfill- Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	20,737	21,315	23,320	27,833	27,825
Special (1)	41	1,308	570	157	24
Sludge (1)	1,293	1,293	2,635	1,557	2,166
Levied waste	22,071	23,916	26,525	29,547	30,015
Cleanfill (unlevied)	6,927	6,483	2,251	4,224	274
TOTAL	28,998	30,399	28,776	33,770	30,289

(1) Special waste and sludges disposed of at the closed Otaihanga landfill are levy exempt, but are included in “Levied waste” totals throughout this document.

Martinborough transfer station - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	1,999	1,539	1,011	932	1,145
Special	0	0	0	0	0
Sludge	0	0	0	0	0
Levied waste	1,999	1,539	1,011	932	1,145
Cleanfill (unlevied)	0	0	0	0	0
TOTAL	1,999	1,539	1,011	932	1,145

Masterton transfer station - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	11,136	11,127	12,194	12,679	13,182
Special	0	0	0	0	0
Sludge	0	0	0	0	0
Levied waste	11,136	11,127	12,194	12,679	13,182
Cleanfill (unlevied)	16,740	30,188	26,564	11,454	964
TOTAL	27,876	41,315	38,758	24,134	14,146

Silverstream landfill - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	79,723	75,331	80,293	105,946	105,680
Special	10,896	8,527	6,932	7,202	13,302
Sludge	4,886	4,827	4,711	4,208	6,903
Levied waste	95,506	88,685	91,936	117,356	125,885
Cleanfill	0	0	0	0	0
TOTAL	95,506	88,685	91,936	117,356	125,885

Southern landfill - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	58,054	64,251	62,904	64,972	63,566
Special	5,626	5,726	4,589	2,333	3,020
Sludge	16,955	16,951	15,289	14,459	14,906
Levied waste	80,635	86,928	82,781	81,764	81,492
Cleanfill (unlevied)	39,855	30,657	15,175	3,959	2,532
TOTAL	120,490	117,585	97,956	85,723	84,024

Spicer landfill - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	51,249	49,021	47,913	42,973	40,266
Special	240	301	1,188	1,281	1,371
Sludge	7,863	6,965	7,853	6,968	7,848
Levied waste	59,353	56,287	56,954	51,222	49,485
Cleanfill (unlevied)	32,897	29,462	13,913	14,757	21,172
TOTAL	92,250	85,749	70,867	65,979	70,658

Wainuiomata landfill - Tonnes/annum	2010/11	2011/12	2012/13	2013/14	2014/15
General	25,706	25,630	14,143	0	0
Special	0	0	0	0	0
Sludge	0	0	0	0	0
Levied waste	25,706	25,630	14,143	0	0
Cleanfill	0	0	0	0	0
TOTAL	25,706	25,630	14,143	0	0

A.4.2 Composition of Waste to Class 1 Landfills

Composition of levied waste to Class 1 landfills from Wellington region 2014/15		General waste - excludes special waste and cleanfill		General waste and special waste - excludes cleanfill	
		% of total	Tonnes 2014/15	% of total	Tonnes 2014/15
Paper	Recyclable	10.8%	27,316	9.0%	27,316
	Non-recyclable	1.6%	4,084	1.4%	4,084
	Subtotal	12.4%	31,400	10.4%	31,400
Plastics	Recyclable	1.2%	2,925	1.0%	2,925
	Non-recyclable	12.5%	31,525	10.4%	31,525
	Subtotal	13.6%	34,449	11.4%	34,449
Putrescibles	Kitchen/food	15.8%	39,934	13.2%	39,934
	Comp. G'waste	11.1%	27,921	9.2%	27,921
	Non-comp G'waste	1.3%	3,273	1.1%	3,273
	Multi/other	3.7%	9,461	3.1%	9,461
	Subtotal	31.9%	80,589	26.7%	80,589
Ferrous metal	Primarily ferrous	1.1%	2,893	1.0%	2,893
	Multi/other	1.3%	3,290	1.1%	3,290
	Subtotal	2.5%	6,202	2.1%	6,202
Non-ferrous metal	Subtotal	0.6%	1,626	0.5%	1,626
Glass	Recyclable	3.4%	8,647	2.9%	8,647
	Glass multi/other	0.8%	1,969	0.7%	1,969
	Subtotal	4.2%	10,616	3.5%	10,616
Textiles	Clothing/textile	1.5%	3,768	1.2%	3,768
	Multi/other	4.0%	10,100	3.3%	10,100
	Subtotal	5.5%	13,868	4.6%	13,868
Sanitary	Subtotal	5.9%	14,818	4.9%	14,818
Rubble	Cleanfill	2.3%	5,712	1.9%	5,712
	Plasterboard	1.8%	4,516	1.5%	4,516
	Multi/other	5.0%	12,680	4.2%	12,680
	Subtotal	9.1%	22,908	7.6%	22,908
Timber	Untreated/unpainted	2.2%	5,660	1.9%	5,660
	Fabricated	2.7%	6,940	2.3%	6,940
	Multimaterial/other	8.0%	20,195	6.7%	20,195
	Subtotal	13.0%	32,795	10.9%	32,795
Rubber	Subtotal	0.5%	1,389	0.5%	1,389
Pot hazard	Subtotal	0.7%	1,878	17.0%	51,418
TOTAL		100.0%	252,536	100.0%	302,076

A.4.3 Diverted Materials to Kerbside Recycling and Drop-off Facilities - by area

Kerbside recycling - includes council and private collections - tonnes per annum	2010/11	2011/12	2012/13	2013/14	2014/15
Carterton (1)	279	445	494	519	504
Hutt	5,286	5,229	5,266	5,111	5,149
Kāpiti Coast	3,362	3,357	3,417	3,275	3,297
Masterton	1,195	1,316	1,226	1,248	1,273
Porirua	3,091	2,875	2,803	2,751	2,508
South Wairarapa (1)	136	888	927	924	923
Upper Hutt	1,788	1,758	1,146	924	919
Wellington	11,639	12,718	11,681	11,909	11,802
TOTAL	26,776	28,587	26,960	26,659	26,375

(1) Includes transfer station drop-off tonnages

Recycling drop-off - excludes private drop-off facilities - tonnes per annum	2010/11	2011/12	2012/13	2013/14	2014/15
Carterton (1)	-	-	-	-	-
Hutt	2,384	2,812	2,639	2,697	2,435
Kāpiti Coast	730	299	256	297	472
Masterton	2,052	1,119	2,142	2,790	2,930
Porirua	549	394	343	328	412
South Wairarapa (1)	-	-	-	-	-
Upper Hutt (2)	-	-	-	-	-
Wellington	537	481	480	606	616
TOTAL	6,253	5,105	5,859	6,719	6,865

(1) Separate data for transfer station drop-off tonnages not available

(2) Included in Hutt figures

A.5.0 Private Service Providers

A.5.1 Carterton District

General Classification	Provider
Diverted Materials Collection	Browns Bins
	Wairarapa Environmental Ltd
Organics Collection	Rob's Miniskips
	Wairarapa Environmental Ltd
Waste Collection	Browns Bins
	Rob's Miniskips
	Wairarapa Environmental Ltd

A.5.2 Hutt City

General Classification	Provider
Diverted Materials Collection	General Metal Recyclers Ltd
	Kiwi Auto Wreckers
	Toyota Commercial Dismantlers
	Waste Tyre Solutions Ltd
	Woods Waste
	EnviroWaste Services Ltd
	Fullcircle/Oji
	Low Cost Bins
	Owyak Bin Hire Ltd
	Sims Pacific Metals
	Waste Management
Organics Collection	Organics Waste Management
	Al's Litta Bins
	Owyak Bin Hire Ltd
	Waste Management
	The Wheelibin Company Ltd

General Classification	Provider
Waste Collection	Bin Hire Wellington Ltd
	Daily Waste
	EnviroWaste Services Ltd
	Econowaste
	Gordies Bins
	Low Cost Bins
	Owyak Bin Hire Ltd
	Waste Management
	Woods Waste
	Al's Litta Bins
	The Wheelibin Company Ltd

A.5.3 Kāpiti Coast District

General Classification	Provider
Diverted Materials Collection	Kiwi Auto Wreckers
	Waste Management NZ Ltd
	Waste Tyre Solutions Ltd
	EnviroWaste Services Ltd
	Woods Waste
	Clean Green
	Low Cost Bins
	Lucy's Bins
Organics Collection	Waste Management NZ Ltd
Waste Collection	Clean Green
	EnviroWaste Services Ltd
	Low Cost Bins
	Waste Management NZ Ltd
	Woods Waste
	Budget Waste
	Lucy's Bins

A.5.4 Masterton District

General Classification	Provider
Diverted Materials Collection	Browns Bins
	Kiwi Auto Wreckers
	Wairarapa Environmental Ltd
Organics Collection	Rob's Miniskips
	Wairarapa Environmental Ltd
Waste Collection	Browns Bins
	Rob's Miniskips
	Wairarapa Environmental Ltd

A.5.5 Porirua City

General Classification	Provider
Diverted Materials Collection	The Information Management Group (NZ) Limited
	Waste Tyre Solutions Ltd
	Wellington Scrap Metals
	Woods Waste
	Waste Management
	EnviroWaste Services Ltd
	Owyak Bin Hire Ltd
Organics Collection	Organics Waste Management
	Owyak Bin Hire Ltd
	Waste Management
Waste Collection	Bin Hire Wellington Ltd
	Daily Waste
	EnviroWaste Services Ltd
	Econowaste
	Owyak Bin Hire Ltd
	Waste Management

General Classification	Provider
	Woods Waste

A.5.6 South Wairarapa District

General Classification	Provider
Diverted Materials Collection	Browns Bins
	Kiwi Auto Wreckers
	Wairarapa Environmental Ltd
Organics Collection	Rob's Miniskips
	Wairarapa Environmental Ltd
Waste Collection	Browns Bins
	Rob's Miniskips
	Wairarapa Environmental Ltd

A.5.7 Upper Hutt City

General Classification	Provider
Diverted Materials Collection	Kiwi Auto Wreckers
	Waste Tyre Solutions Ltd
	Low Cost Bins
	Waste Management
Organics Collection	Waste Management
Waste Collection	Al's Litta Bins
	Econowaste
	EnviroWaste Services Ltd
	Low Cost Bins
	Waste Management

A.5.8 Wellington City

General Classification	Provider
Diverted Materials Collection	The Information Management Group (NZ) Limited
	Waste Tyre Solutions Ltd
	Wellington Scrap Metals
	Woods Waste
	EnviroWaste Services Ltd
	Waste Management
Organics Collection	Kaibosh
	Waste Management
	Kaicycle
	Organics Waste Management
Waste Collection	Bin Hire Wellington Ltd
	Daily Waste
	EnviroWaste Services Ltd
	Waste Management
	Owyak Bin Hire Ltd
	Woods Waste
	Dell

A.6.0 Transfer Station Detail

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Seaview Recycle & Transfer Station (Hutt City)	\$148/tonne \$30 per car, \$5 per rubbish bag	\$130 per tonne		\$1800 per tonne			\$320 per tonne	\$25 each	Not Accepted	Free	Not Accepted
Otaihanga Resource Recovery Facility (Kāpiti Coast)	\$161.50/tonne \$24 per car, \$4.70 bag	\$3/bag - \$15 per m3	Whiteware – stoves/dishwashers \$18.50 each Whiteware – fridges/freezers \$36 each Car bodies – fully stripped \$36 Car bodies – unstripped (no rubbish) \$155	\$1900 per tonne		Demolition \$161.50 per tonne \$48.50 minimum charge	\$5.50 car tyres \$20 Truck tyres	\$20 each	Waste Oil \$1 per litre Hazardous waste - up to 1 litre \$35 per unit Asbestos (double wrapped) \$440 per tonne \$50 minimum charge	Free	
Waikanae Greenwaste and Recycling Centre (Kāpiti Coast)		\$3/bag - \$15 per m3		Not Accepted							

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Ōtaki Refuse Transfer Station (Kāpiti Coast)	\$148/tonne \$23.40 per car, \$4.20 per bag	\$3/bag - \$15 per m3	Fridge/Freezers (de-gassing and recycling fee) \$27.40 per item Clean car bodies \$23.60 Other car bodies \$74	Not Accepted		Not Accepted	Car tyres \$5.05 per tyre Truck/tractor tyres \$12.30 per tyre Bulk tyres \$358 per tonne	\$20 each	Waste Oil - (80c per litre). Other Hazardous Not Accepted	Free	Not Accepted
Martinborough Transfer Station (South Wairarapa District)	\$185 per tonne \$16 per car	Car Boot \$5.00 Van/Trailer Up to 250 kg \$10.00 Large Trailer / Small Truck Up to 2 tonne \$20.00 Large Truck Up to 6 tonne \$41.00		Not Accepted	Not Accepted		\$3 each. Bulk & Truct tyres \$500 per tonne	Not Accepted	Not Accepted	Free	
Greytown Recycling Station (South Wairarapa District)	Not Accepted	Car Boot \$5.00 Van/Trailer Up to 250 kg \$10.00 Large Trailer / Small Truck Up to 2 tonne \$20.00 Large Truck Up to 6 tonne \$41.01		Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Free	

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Featherston Recycling Station (South Wairarapa District)	Not Accepted	Car Boot \$5.00 Van/Trailer Up to 250 kg \$10.00 Large Trailer / Small Truck Up to 2 tonne \$20.00 Large Truck Up to 6 tonne \$41.02		Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Free	
Pirinoa Recycling Station (South Wairarapa District)	Not Accepted	Car Boot \$5.00 Van/Trailer Up to 250 kg \$10.00 Large Trailer / Small Truck Up to 2 tonne \$20.00 Large Truck Up to 6 tonne \$41.03		Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Not Accepted	Free	

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Castlepoint (Masterton District)	\$195/tonne Car \$20.00, \$6.00 per bag	Car \$5 \$63.25 per tonne		Not Accepted	\$170	\$6 tonne for Cleanfill	Tyres (more than 4 tyres) \$500.00/tonne plus GST Tyres (car & 4WD only) \$2.80 each (incl GST) Tyres (car & 4WD, on rims) \$3.80 each (incl GST) Tyres Truck \$6.00 each (incl GST)			Free	Free
Riversdale (Masterton District)	\$170/tonne Car \$20.00, \$6.00 per bag	Car \$5 \$55 per tonne		Not Accepted	\$170	\$6 tonne for Cleanfill	Tyres (more than 4 tyres) \$500.00/tonne plus GST Tyres (car & 4WD only) \$2.80 each (incl GST) Tyres (car & 4WD, on rims) \$3.80 each (incl GST) Tyres Truck \$6.00 each (incl GST)			Free	Free

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Masterton Masterton District)	\$170/tonne Car \$20.00, \$6.00 per bag	Car \$5 \$55 per tonne		Not Accepted	\$170	\$6 tonne for Cleanfill	Tyres (more than 4 tyres) \$500.00/tonne plus GST Tyres (car & 4WD only) \$2.80 each (incl GST) Tyres (car & 4WD, on rims) \$3.80 each (incl GST) Tyres Truck \$6.00 each (incl GST)		Grease Trap & Special Waste (for burial)* \$170.00/tonne plus GST Sump \$47.50 /tonne plus GST Sawdust \$170.00/tonne plus GST Septic tank waste (to sewer) liquid \$62.00 /tonne plus GST	Free	Free
Dalefield Road Transfer Station (Carterton District)	\$195/tonne \$17 Car	Car Boot \$5.00 Small Trailer, ute \$10.00 Large Trailer/Medium Truck less than 2 tonne \$20.00 Large Truck up to 6 tonne \$42.00					Tyres (per tonne) \$510.00 Car & 4WD Tyres – up to 4 tyres on rims >\$3.50 each Truck Tyres – up to 4 tyres \$5.50 each			Free	Free
Woods Waste (Ngaio, Wellington City)	Not open to the public										

	Refuse per tonne	Green	Metal	Polystyrene	Wood	Inert	Tyres	TVs	Hazardous / Special	Recyclables	Reuse
Southern landfill	\$121.80/tonne Cars minimum charge \$8.00, Commercial vehicles minimum charge \$60.90	\$56.40 per tonne Minimum charge for private cars: \$5.00 Minimum charge for commercial vehicles and trucks: \$28.20	Car bodies, stripped \$20.00 per car body Car bodies, containing seats or refuse \$40.00 per car body Fridge / freezer degassing \$25.00 per appliance			\$15.00 per tonne (only available when landfill requires more cover)	Car tyres: \$4.00 each Truck/tractor tyres: \$10.00 each Tyres only - car \$337.60 per tonne Tyres only - truck / tractor \$426.70 per tonne		Up to 20kg or 20L of household hazardous waste is accepted free of charge. Asbestos / fish / sewage or any other special burial. Prior approval required. \$148.60 per tonne Minimum charge: \$74.30	Free	Free
Spicers landfill	\$129.00/tonne Car \$18.50	Car \$10 \$98.90 per tonne	Car bodies, clean Per car body \$44.30 Car bodies, containing refuse Per car body \$129.00	\$2541.9 per tonne		\$5.80 - \$10.70 - \$18.50 By prior approval	Car tyres: \$5.50 each Truck/tractor tyres: \$11.00 each Tyres only - \$477.70 per tonne		Used Oil \$1.50 per litre Special waste \$197.80	Free	
Silverstream landfill	\$118.00/tonne Cars \$15.00		Cars \$118 per tonne	\$320 per tonne (\$160 minimum charge)			Disposal of more than 4 whole tyres regardless of vehicle type \$320.00		Price on application	Free	Free

A.7.0 Market Share Estimates

A.7.1 Wellington

Wellington City Council estimates that, based on an average set out of one bag per household per week, the number of bags sold, and resident surveys, the Council's bag service is used by over 40% of Wellington City households.

A.7.2 Porirua

Based on the number of households provided with the kerbside service and annual bag sales, Porirua City Council estimates that between 25% and 35% of Porirua households use Council's bags.



Express
yourself
Kāpiti

FUTUREKĀPITI

Annual plan 2017/18 consultation document

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Introduction

At the Kāpiti Coast District Council we have clear priorities and detailed plans to direct our day-to-day activities and ensure that we manage ratepayers' money responsibly.

Our current overarching plan is the *FutureKāpiti* Long term plan 2015-35, which was adopted in 2015. The Council worked with the community to develop the long term plan and set the direction for Kāpiti to become a vibrant, diverse and thriving district.

While the long term plan maps out our plans for the upcoming 20 years, we also need the flexibility to adjust the plan as circumstances require. To that end, each year we consider what's set out in the long term plan for the coming year, and review it in light of any changes or developments that require us to adapt our planning. We did this last year for the second year of the long term plan, when we consulted on and then adopted our annual plan 2016/17.

This consultation document summarises developments in the past two years and proposes some changes to our planning and budgets for the 2017/18 financial year – year three of our long term plan.

This annual plan will set the level of rates for the 2017/18 financial year. The proposed average rates increase of 5.9% (including water rates) is 1% above the 4.9% that was forecast two years ago in the *FutureKāpiti* Long term plan 2015-35.

The Council considered a range of options before proposing this average rates increase, which will allow us to continue on the path to our long-term goals while delivering the services you expect from us and meeting our legislative requirements.

In the following pages we also update you on the progress in delivering the second year of the current long term plan.

We're keen to hear your feedback on this average rates increase and the services we provide. If you'd like to see lower rates, please let us know which Council services and facilities you would like to see adjusted to reduce rates.

Copies of this document and key financial information behind our planning is available on our website at kapiticoast.govt.nz/annual-plan-2017-18.

You can give your feedback online, by filling in the form at the back of this booklet or in the other ways described on page 24.

Working together to create our *FutureKāpiti*

The annual plan currently being shaped is my first as Mayor and the third year of our *FutureKāpiti* Long term plan 2015-35.

Since adopting our long term plan in mid-2015, we have been working to deliver on our vision of a vibrant, diverse and thriving Kāpiti.

In our planning for 2017/18 we're aiming to continue delivering on our commitments while growing and developing our district. Within this, there's a focus on building resilience and economic development. Based on this the proposed average rates increase for 2017/18 is 5.9%. That's higher than the long term plan's 4.9% forecast for the coming year and it's not a decision that Councillors have taken lightly.

The majority of the proposed 5.9% increase is largely unavoidable, with the funding of depreciation and inflation accounting for 4.5% and new compliance costs a further 0.2%. Our approach to depreciation is laid out in our financial strategy, and ensures that we put money aside over the life of an asset so we can replace it when we need to without a hefty bill for the ratepayers of the future.

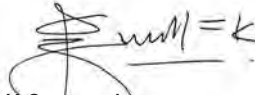
In the coming year we propose stepping up our economic development activities given the opportunities provided by the new Expressway and undertaking activities to further improve our district's resilience. For details of these and other changes proposed, see pages 14–17.

We appreciate that affordability is an issue for many in our district, and we've worked hard to keep the proposed rates increase as low as possible. Our rates/water rates remission policy and government rates rebates continue to be available for those on low incomes or facing extreme hardship.

As always, we're keen to hear what our residents and ratepayers think about our plans.

Following strong feedback in the past two years that we should not cut services and facilities in order to reduce rates, this year we've included only two minor proposals along these lines. If you have any suggestions in this area, though, please let us know as part of your feedback.

Thanks for taking the time to get involved in our annual plan.


K Gurusanthan
Mayor



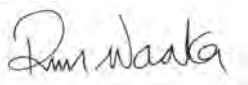
Vision from tāngata whenua

**Whatungarongaro te tāngata
toitū te whenua**

*As man disappears from sight,
the land remains*

Guided by our ancestral footsteps, our role as kaitiaki is to act collectively to safeguard the environment for our present and future generations. 2017 marks 23 years since the Council and iwi signed a Memorandum of Partnership. It also marks the start of a new triennium, and is an opportunity for iwi and the Council to reaffirm their commitment to the partnership. Each party has revised and re-signed their commitment to the Memorandum of Partnership. The partnership provides for us as iwi to influence and harmonise mātauranga Māori within the Western approach to the management of the district. This achieves the best possible outcome for our community.

For this annual plan, we believe that a wise and prudent approach should again be applied in 2017/18. Once again, consolidating the activities outlined in the long term plan should be the focus. We look forward to working alongside the Council on these activities.



Rupene Waaka

Chair, Te Whakaminenga o Kāpiti



This is our 'plan on a page' – which sets out our long term plan for 2015-35.

This visual summary was used during discussions with the community on the long term plan.

The plan on a page shows the activities and services we're responsible for across the district, in areas including:

- infrastructure – our biggest budget area;
- community services – with responsibilities for services ranging from libraries and economic development through to pools and walkways;
- planning and regulatory – which looks after resource consents, building control, environmental standards and districtwide planning; and
- governance and tāngata whenua – which also includes civil defence emergency management.

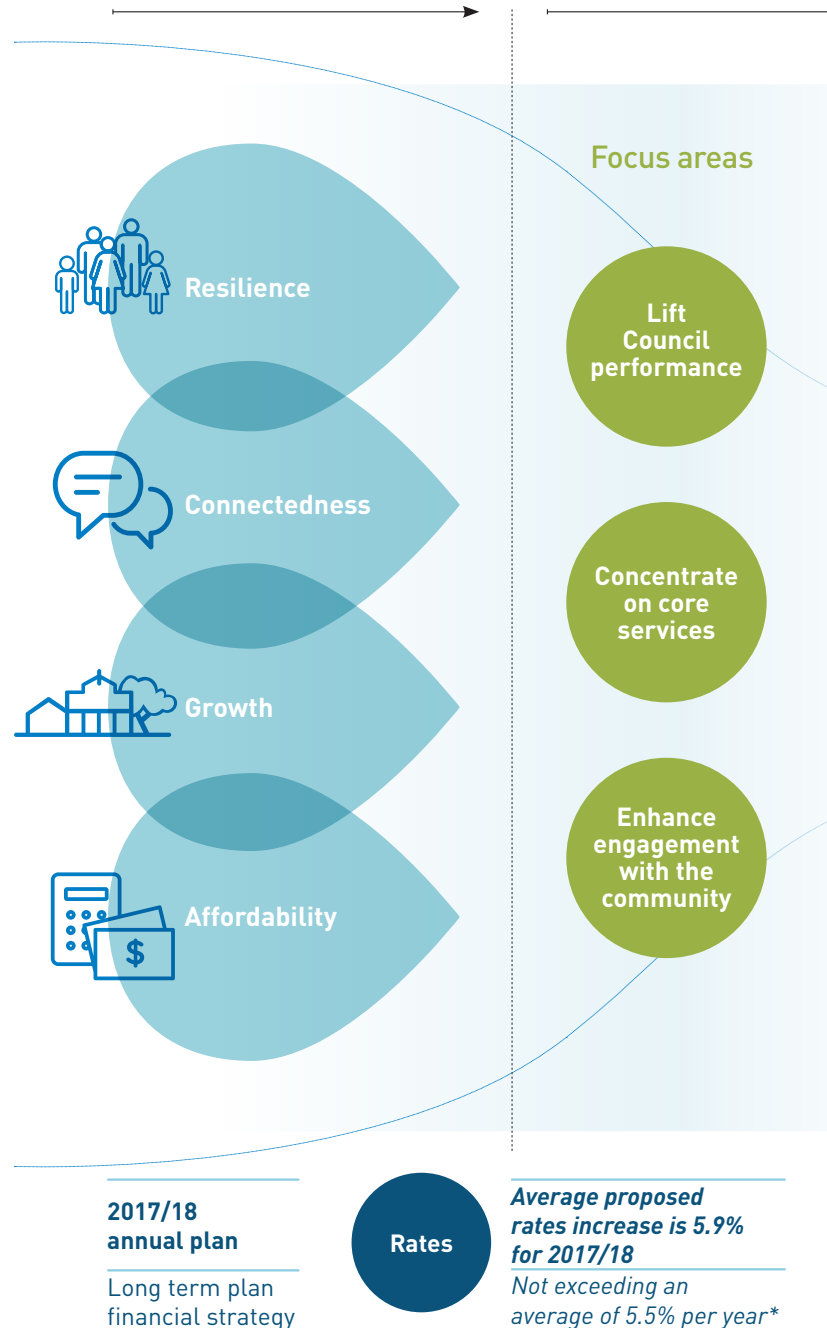
In the following pages you can read about the key initiatives and projects included in the long term plan and how they're going. Together these projects are helping us all to connect, protect and enjoy Kāpiti as well as to shape *FutureKāpiti*.

Our financial strategy summary at the bottom of this diagram has been updated and reflects our proposed rates, borrowing and capital spending for 2017/18, noting that the proposed rates increase does exceed (by 0.4%) our original limit for rates increases in the current long term plan.

i You can see the *FutureKāpiti* Long term plan 2015-35 on our website kapiticoast.govt.nz

Our challenges

Our approach



Our activities and services



INFRASTRUCTURE



COMMUNITY



PLANNING AND REGULATORY



GOVERNANCE AND TĀNGATA WHENUA

Our key long term plan initiatives

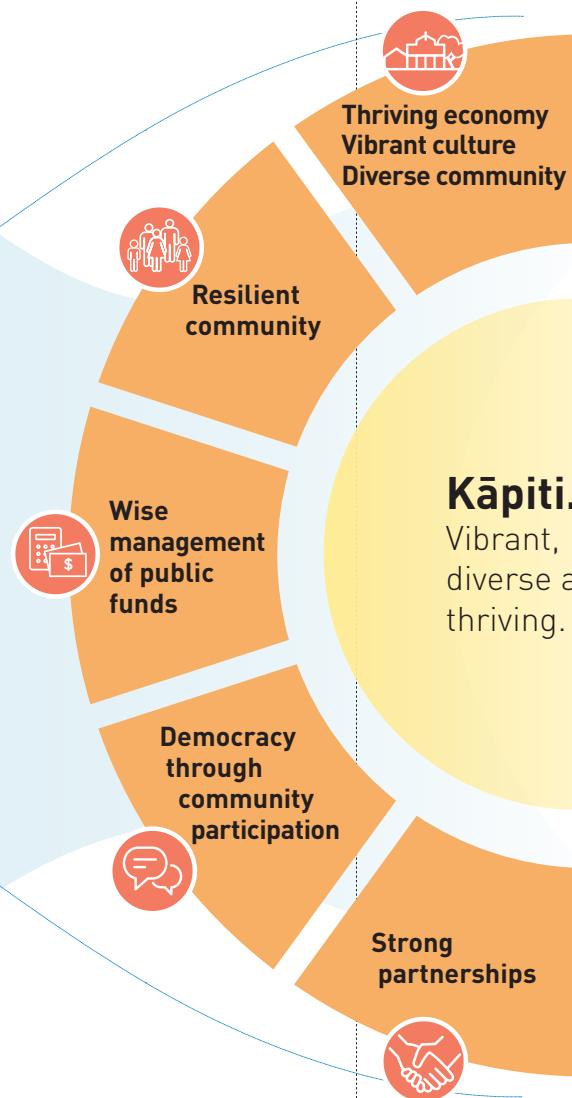
- » Paraparaumu and Waikanae town centres
- » Te Ātiawa Park hard courts
- » Ōtaki pool and splash pad
- » Kāpiti Performing Arts Centre

Major planned projects

- » Paekākāriki sea wall
- » Raumati pool building
- » Mahara Gallery and Waikanae Library
- » Otaraua Park development
- » Youth development centre
- » Earthquake-prone buildings assessment

Our outcomes

Our vision



Borrowings

Net borrowings of \$171 million at the completion of 2017/18

Not exceeding \$200 million

Capital spending

\$31 million for 2017/18

Not exceeding \$38 million per year

* Note that the proposed average rates increase of 5.9% for 2016/17 exceeds the average of 5.5% in our long term plan financial strategy.

Delivering on our long term plan

Four key initiatives and six major projects were selected by the Council and community for investment and development as part of the *FutureKāpiti* Long term plan 2015–35. Here's how we're progressing on these projects.



Projects that make the most of the opportunities the Expressway creates.



Paraparaumu and Waikanae town centres

Local communities have told us what they want and we are translating these concepts into vibrant centres for both communities. We are taking full advantage of the opportunities provided by recent developments, such as the construction of the Expressway and the change of SH1 to a local road to maximise the benefits for each town. Construction of the first building block projects in Paraparaumu will begin before the end of 2017.



Mahara Gallery and Waikanae Library

Mahara Gallery and the Waikanae Library form a gateway to Mahara Place. Neither the gallery nor the library buildings were designed for the purposes for which they are now used, and substantial upgrading of both facilities is planned to start in 2018/19 with design work scheduled for 2017/18. The Mahara Gallery Trust is fundraising for its share (two thirds) of the cost of the gallery upgrade and has a target of 30 June 2018 to complete this.



Projects that establish community and recreational facilities that help you make the most of living in Kāpiti.



Te Ātiawa Park hard courts

The rebuild and resurfacing of the Te Ātiawa Park courts is now complete. This popular sports facility, used for both tennis and netball, has undergone a major upgrade over the past two years. The old cracked courts have been rebuilt to provide fit-for-purpose playing surfaces with a high-performance synthetic surface, and lighting at the courts is also being upgraded. The venue is now set to meet the needs of local sportspeople for years to come.



Ōtaki pool and splash pad

The Ōtaki pool complex closed in late February for modernising and upgrading. The pool building will be rebuilt and a ramp into the pool added. We will also build a splash pad next to the pool, for free public use. The upgraded pool and new splash pad are due to be open in time for next summer.



Kāpiti Performing Arts Centre

The Council has committed to investing in the Kāpiti Performing Arts Centre at Kāpiti College provided we have an assurance the community will have access to it. It is planned that the contribution will be made once construction is nearing completion, which is likely to be within the 2017/18 year.

Otaraua Park

We're working with the community to draft a development plan for Kāpiti's newest park. The development plan, which will shape the way the park looks for future years, is due to be finalised by December 2017. The 60-hectare park between eastern Otaihanga and the southern bank of the Waikanae River was purchased by the Council in 2012 for the enjoyment of the community.



Youth development centre

The Council has partnered with national youth development provider Zeal Education Trust to provide a youth development centre and associated mobile services in Kāpiti. Zeal runs youth events and activities and has set up a mobile satellite service to take that service and expertise out to various locations in the community.

A building in Paraparaumu town centre has been secured for the youth development centre and fundraising has started. Zeal is leveraging off the Council's partnership contribution for the fit-out and build costs associated with the centre. Funding arrangements are due to be finalised in June 2017.



Projects that make Kāpiti safe and enjoyable for all, now and into the future.

Assessing earthquake-prone buildings

In 2015/16 the Council began a five-year project to assess around 1,500 earthquake-prone buildings in Kāpiti. Our district is in a zone of high seismic activity and it is important that we have buildings that are safe to be in and around. Around 400 buildings will have been assessed by structural engineers by the end of 2016/17. A further 300 will be assessed in 2017/18.

Paekākāriki seawall

We plan to replace the Paekākāriki seawall with a concrete, timber and rock wall supported by plastic sheet piles to a design agreed to by the Paekākāriki community. Detailed design is now underway and the seawall is expected to be completed by mid-2019.



Making priority choices about all our work, for the coming year and the next 20 years.

Raumati pool building

We will redevelop the Raumati pool building as a multi-purpose community facility to be up and running by 2020. Consultation with the community is expected to get underway in 2017/18.

Financial overview

A strong financial strategy means we can implement our programme of activities and plan for the future.

Our strategy aims for balance

Our financial strategy is about achieving a balance. We want to:

- deliver affordable rates to the community;
- keep our borrowings down; and
- get the most out of our capital spending.

Our rates, borrowings and capital spending are the three financial 'levers' that influence what services we can provide.

We have set limits for each of the levers to ensure that we can deliver on all our planned initiatives, keep our rates increases modest and our borrowings reasonable.

Strategy limits

Rates

Our financial strategy aims to set average rates increases at or below 5.5% per annum. With inflation and depreciation making up 4.5% of our proposed rates increase, we have little scope to address changes arising since our long term plan projections.

In the coming year we need to carry out additional work resulting from new legislative changes and improve our community resilience in an environment affected by recent earthquakes and severe weather events, while improving our ability to deliver on our economic development strategy.

We are proposing an average rates increase of 5.9% in 2017/18. We appreciate that this is higher than the 4.9%

forecast and the 5.5% financial strategy limit set in the long term plan. Two years on, a higher average rates increase is necessary for addressing recent changes while continuing to progress towards the vision agreed with the community in the long term plan.

Capital spending

The total capital spend limit set in our financial strategy is \$38 million per annum. We are proposing to spend \$31 million in 2017/18. This includes \$21 million on regular work such as renewals and \$10 million on significant one-off projects: the Ōtaki pool, the Paekākāriki seawall and the Kāpiti Performing Arts Centre.

The Council has reviewed its capital works programme to ensure that its borrowings are in line with its ability to deliver on a challenging programme of work. This has seen \$6.2 million moved from 2016/17 and \$0.5 million from 2017/18 into the capital spending programmed for the 2018/19 financial year. This will be reviewed as part of the development of the 2018-38 long term plan.

Borrowings

The limit set for total net borrowings is \$200 million. We have \$80 million of debt maturing in 2017/18 that we have been gradually prefunding since July 2016 to secure lower borrowing costs against rising interest rates. Excluding debt prefunding, we are planning to increase our borrowings by \$14 million in 2017/18 to complete the planned capital works programme. We are planning to have net borrowings of \$171 million at 30 June 2018 as summarised in the table below.

Gross borrowing at 30 June 2018	\$186 million
Less: Total deposits at 30 June 2018	(\$15 million)
Net borrowings at 30 June 2018	\$171 million

Base cost increases

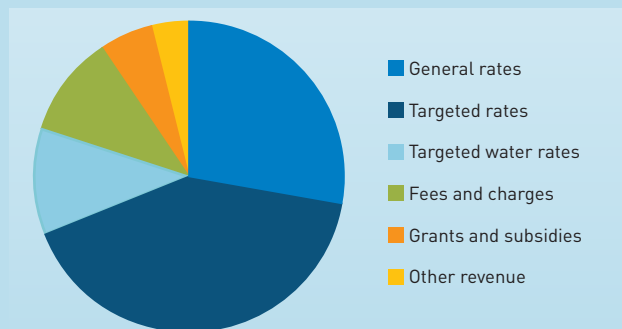
For 2017/18, base cost increases account for 4.5% of the average rates increase. This includes 1.8% for inflation relevant to Council activities, while 2.2% relates to depreciation for assets built in 2016/17 and the effect of asset revaluation changes, and 0.8% relates to closing the depreciation funding gap over five years. We are earning interest income on our debt prefunding deposits and this is helping to reduce our base costs by 0.3%.

Affordability

While our proposed average rates increase for 2017/18 sits at 5.9%, we have kept fees at popular facilities like our pools and libraries accessible for people on limited incomes. We provide some discounts for Community Services and SuperGold Card holders. We also have a rates remission policy. This means homeowners facing extreme hardship may not have to pay the full rates assessment, or can arrange to postpone payments.

We have limited sources of income, with more than 75% of our costs funded by rates. Our economic development strategy is part of a longer-term solution – creating more jobs and wealth as well as increasing the number of ratepayers.

Our sources of income



Total income planned for 2017/18 is \$76.3 million

The graphs above show where the Council gets its revenue and how we propose to spend it.

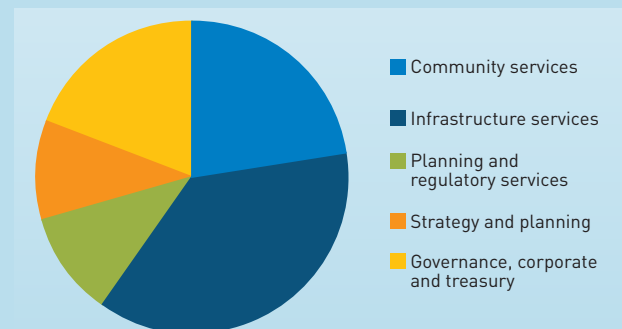
We are expecting 200 new properties to be built in Kāpiti in 2017/18, which equates to 0.8% growth in rateable properties in the district. This is slightly lower than previous forecasts due to rateable properties acquired by NZ Transport Agency for the Expressway.

Ensuring water rates cover costs

Our district has separate water rates and we consider them in our overall rates setting. Water rates ultimately need to cover the cost of providing water into all homes, schools and businesses. In the first two years of water metering, revenue was slightly below costs due to water usage being lower than forecast. We chose to adjust prices gradually over a five-year period, rather than in a single year. From 2017/18 we plan to fully cover the annual cost of providing water services and gradually increase water rates over the coming years to recover the water account deficit of approximately \$1.3 million.










For 2017/18 the fixed water rate proposed is \$207 (including GST) and the volumetric charge is \$1.09 per cubic metre of water (including GST). This increase in water charges is included in the 5.9% average rates increase.

Our planned operational spending









Total spending planned for 2017/18 is \$78.6 million

The table below outlines the costs of our services and what they equate to for residents. These costs include services described in our *FutureKāpiti* Long term plan, the changes identified in our Annual Plan 2016/17 and the further changes identified in this document.

Activity		Capital spending (\$m)	Operating spending (\$m)	How operating costs are funded <div> <div></div> Rates <div></div> Other (incl. Fees & charges) </div>	Cost per resident per day*
 INFRASTRUCTURE	 Coastal management	\$6.0m	\$1.1m	<div> <div></div> 100% </div>	\$0.06
	 Access and transport	\$7.2m	\$12.3m	<div> <div></div> 61% <div></div> 39% </div>	\$0.64
	 Water	\$0.7m	\$8.4m	<div> <div></div> 98% <div></div> 2% </div>	\$0.44
	 Stormwater	\$2.0m	\$3.7m	<div> <div></div> 97% <div></div> 3% </div>	\$0.19
	 Wastewater	\$2.0m	\$8.4m	<div> <div></div> 98% <div></div> 2% </div>	\$0.44
	 Solid waste	\$0.5m	\$1.3m	<div> <div></div> 60% <div></div> 40% </div>	\$0.07
	 Recreation and leisure	\$5.4m	\$10.3m	<div> <div></div> 84% <div></div> 16% </div>	\$0.54

continued on page 13

* This represents the operating spending required per resident per day, based on a forecast population of 52,500.

Activity		Capital spending (\$m)	Operating spending (\$m)	How operating costs are funded <div> <div></div> Rates <div></div> Other (incl. Fees & charges) </div>	Cost per resident per day*
COMMUNITY	 Community facilities and community support	\$0.8m	\$4.8m	<div> <div></div> 74% <div></div> 26% </div>	\$0.25
	 Parks and open space	\$1.4m	\$5.8m	<div> <div></div> 88% <div></div> 12% </div>	\$0.30
	 Economic development	\$3.0m	\$2.6m	<div> <div></div> 100% </div>	\$0.13
PLANNING AND REGULATORY	 Regulatory services	\$0.1m	\$8.6m	<div> <div></div> 57% <div></div> 43% </div>	\$0.45
	 Districtwide planning	-	\$3.1m	<div> <div></div> 100% </div>	\$0.16
GOVERNANCE AND TĀNGATA WHENUA	 Governance, tāngata whenua and corporate	\$1.9m	\$8.2m	<div> <div></div> 71% <div></div> 29% </div>	\$0.43
Total		\$30.9m	\$78.6m		\$4.10

Proposed changes for the third year of our long term plan

Below are the changes we're proposing and seeking your feedback on.

The proposed average rates increase for 2017/18 is 5.9%. That works out at an average of \$3.02 a week per household.

We're proposing a number of changes in year three of our long term plan. Some of these changes are in response to legislation, others will help our district to become more resilient, and a few other modestly sized projects across Kāpiti are being proposed. The proposed changes will have an impact on the average rates increase and are currently included in the proposed 2017/18 average rates increase of 5.9%. Key changes proposed are outlined below.

Proposals included in the 5.9% average rates increase

Economic development

The Kāpiti Economic Development Strategy 2015-2018 has provided a clear roadmap for the Council, businesses and our communities to continue to foster a thriving economy in the district. The completion of the Mackays to Peka Peka (M2PP) section of the Expressway creates further opportunities and challenges for our district. We are proposing that additional resourcing be provided to the economic development activity to ensure that we are ready to leverage off the opportunities that are available.

→ **Additional operating cost \$95,000; 2017/18 rates impact +0.16%**

National Policy Statement on Urban Development Capacity 2016

The National Policy Statement on Urban Development Capacity (NPS-UDC), which sits under the Resource Management Act 1991, was introduced in December 2016

in response to housing challenges experienced throughout New Zealand.

The NPS-UDC requires local authorities to provide sufficient development capacity in their resource management plans for housing and business growth to meet demand.

To ensure that we meet our legislative requirements, we must undertake a significant amount of additional research and data collation, which requires additional funding and resources.

→ **Additional operating cost \$105,000; 2017/18 rates impact +0.18%**

Stormwater

The introduction of additional stormwater water quality conditions and specific open drain maintenance methods have resulted in increased costs to ensure that we can meet resource consent conditions.

Additionally, following the recent flooding events in the district, we have reprioritised planned stormwater capital works to ensure that our community is safe and resilient to flooding hazards.

→ **Additional capital cost \$521,000 and operating cost \$141,000; 2017/18 rates impact +0.27%**

Self-insurance fund

As well as trying to ensure that the community is resilient to natural disasters, we are working to build the Council's resilience. Currently when an unexpected event occurs, such as a storm or flooding, any costs associated with responding to these events are funded through current activity budgets.



We are looking to slowly build a 'self-insurance fund' that can be used to cover the costs of natural disaster recovery, including any insurance excess should a major disaster occur.

→ Additional capital cost \$250,000 and operating cost \$150,000; 2017/18 rates impact +0.27%

New link walkway in Paekākāriki

Owing to the popularity of the Te Araroa Trail's Paekākāriki Escarpment Track parking and safety issues have arisen within Paekākāriki.

A new link walkway has been proposed, which would allow walkers of the track to park in the railway station carpark, and provide them with a safe and attractive walking route to the beginning of the Te Araroa Trail Paekākāriki Escarpment Track.

The proposed walkway would run at a safe distance between SH1 and the railway track, and would become part of the district's Cycleways, Walkways and Bridleways network.

→ Additional capital cost \$60,000; 2017/18 rates impact less than +0.01%

Makarini Street, Paraparaumu

While the M2PP Expressway has brought numerous opportunities to the district, it has also had an effect on those living close-by. An area that has been particularly affected by the M2PP Expressway is Makarini Street and the surrounding community.

The M2PP Alliance has already completed some work in the Makarini area; however, we are looking to further engage with this community and provide additional funding to continue enhancing the area with beautification and community events.

→ Additional operating cost \$10,000; 2017/18 rates impact +0.02%

Waikanae Beach Hall

Beginning life as a fire station before undergoing a

transformation, the Waikanae Beach Hall is a focus point for the community and a place where partnership meetings and events are often held. We are looking to develop and implement a renewal plan that will enhance the state of the hall to encourage the future use and enjoyment of this facility. This will be additional to the standard maintenance plan we have in place for the hall.

→ Additional capital cost \$10,000; 2017/18 rates impact less than +0.01%

Further enhancements at Haruatai Park, Ōtaki

With the Ōtaki pool redevelopment underway, including the new community-designed splash pad, we have identified two further enhancements that will ensure Haruatai Park becomes a key attraction for the community and tourists.

Ōtaki pool changing rooms upgrade

While the majority of the Ōtaki pool is being redeveloped, the pool's changing rooms are not included in these plans. We are proposing that the changing rooms undergo a minor upgrade to ensure they fit better with the standard of the redeveloped pool structure.

→ Additional capital cost \$30,000; 2017/18 rates impact less than +0.01%

Installation of a community BBQ

Haruatai Park is regularly used by the community, for both social and recreational purposes. We are proposing to install a permanent electric BBQ with overhead protection, which will help enhance the community's use of this park.

→ Additional capital cost \$34,000 and operating cost \$3,000; 2017/18 rates impact +0.01%



Proposed service-level reductions

To offset reduced transport funding, we are proposing minor changes in service levels for rural berm mowing and the sweeping of kerbs.

Rural berm mowing

Currently rural berm mowing occurs four to six times per year, depending on growing conditions. We are proposing that this service only take place a fixed maximum of four times per year.

Kerbside sweeping

Within our district we currently sweep 500km of kerbs four times a year. We are proposing that this service only occur three times per year.

→ Operating cost saving \$62,000; 2017/18 rates impact -0.11%

Changes to amend the long term plan work programme and development contributions policy

Capital works programme

Following a recent review of our proposed capital works programme for 2017/18, we have reprioritised our capital works programme to align with what we can reasonably expect to carry out in 2017/18 based on existing staff numbers.

Two of the projects that have been rescheduled are:

Ōtaki Beach development

During 2017/18 we will be engaging with the community about the proposed development of land on Marine Parade, Ōtaki Beach. Following the community engagement, any developments will be planned for future years.

Redevelopment of Waikanae Library / Mahara Gallery

Design work for the Waikanae Library / Mahara Gallery redevelopment is planned to take place in 2017/18, with substantial upgrading of both facilities now planned to start in 2018/19.

Development contributions

An amendment to the Development Contributions Policy 2015 has been included within the 2017/18 annual plan.

Effective from 1 July 2017, the first dwelling unit on any vacant section that was created prior to 30 July 1999 may receive reduced levies for water, wastewater and stormwater contributions. This will apply where the property has been paying rates for these services on the vacant land since the property was created. This also includes the proposed 1.9% increase in levies.

You can view the proposed amended Development Contributions Policy at kapiticoast.govt.nz/annual-plan-2017-18.



Express
yourself
Kāpiti

We're keen to hear your thoughts on the proposed annual plan. Find out how to provide feedback online or in other ways on page 24.

The proposed rates number explained

The 2017/18 proposed rates increase is 5.9%. The following explains how your rates are made up and seeks your input on ways to reduce rates through reductions in services.

How your rates are made up

The 2017/18 proposed rates increase of 5.9% includes base and operating cost increases, water rates, and takes into consideration any change in our ratepayer base.

Base cost increases

Depreciation, interest and inflation all sit within base cost increases. Depreciation alone, including closing the depreciation funding gap as per our financial strategy, makes up 3% of the proposed rates increase, with inflation adding a further increase of 1.8%. When taking interest into account, however, this reduces the rates by -0.3%, bringing the total base cost increases to 4.5%.

Operating cost increases

Operating cost increases include costs related to the provision of services, as well as the proposed changes noted on pages 14–18. The total operating cost increases for 2017/18 are 2.2%.

Ratepayer base

In 2017/18 we are estimating a growth in our ratepayer base of 0.8%. This takes into consideration the loss of rates from properties that have been removed by the Mackays to PekaPeka Expressway. An estimated increase in our ratepayer base signifies that we are expecting increased revenue through rates, and therefore this helps to decrease the proposed rates increase by 0.8%.

Water rates

An increase in fixed and volumetric water charges is

included in the 5.9% average rates increase.

Proposing a rates increase in excess of our financial strategy rates limit

In the *FutureKāpiti* Long term plan 2015-35, we developed a financial strategy that set a rates limit increase of 5.5%.

The proposed average rates increase of 5.9% for 2017/18 sits above this limit and is therefore considered a significant change to the long term plan.

Reducing services in order to reduce rates increases






In both the *FutureKāpiti* Long term plan 2015-35 and the 2016/17 annual plan we provided a range of options to the community on ways that we could reduce rates. During both consultation periods the response from the community was significantly in favour of retaining existing service levels.

This year we have proposed only two minor options for reducing rates in 2017/18. In the submission form, however, there is an area available for you to identify further options for reducing services and facilities in order to reduce rates.

Property rates vary across the district

While the proposed average rates increase across the district for 2017/18 is 5.9%, the actual rates increase for individual properties will differ. You can find out the proposed rates increase for your property on the Council website at kapiticoast.govt.nz/annual-plan-2017-18

The table below outlines what the proposed rates increase for 2017/18 would be for typical properties in each area.

					
Median property values	Ōtaki	Waikanae	Paraparaumu/ Raumati	Paekākāriki	Rural
Capital value	\$245,000	\$440,000	\$455,000	\$415,000	\$613,212
Land value	\$100,000	\$195,000	\$185,000	\$225,000	\$325,000
Total current rates*	\$2,260	\$2,804	\$2,747	\$2,618	\$1,501
Total proposed rates*	\$2,384	\$2,975	\$2,914	\$2,793	\$1,615
% increase per year	5.5%	6.1%	6.0%	6.7%	7.6%
\$ increase per year	\$125	\$171	\$166	\$175	\$114
\$ increase per week	\$2.40	\$3.29	\$3.20	\$3.37	\$2.20

* For urban properties, includes water rates for typical water usage of 255m³ per year.



If you'd like to know what the projected average rates increase of 5.9% will mean for your own property rates, you can find out at kapiticoast.govt.nz/annual-plan-2017-18



We're keen to hear your thoughts on the proposed annual plan. Find out how to provide feedback online or in other ways on page 24.

Express
yourself
Kāpiti

Fees and charges – proposed changes

Many services provided by the Council, such as our swimming pools, are subsidised so that users only pay some part of the full cost. The rest is paid for out of rates.

Each year we review all of our fees and charges and generally increase them to keep pace with the rising costs of providing these services.

For this annual plan, most fees and charges have increased to align with inflation, while some have increased further to ensure that we are covering costs. In addition, there have been several recent legislative changes that require us to implement new fees and charges as part of the Council's responsibility to administer these Acts.

Most new fees and charges will apply from 1 July 2017. The main proposed changes, other than those that are rising due to inflation, in line with the local government cost index (1.9%), are listed below:

Swimming pools

We propose maintaining all fees at 2016/17 levels – these would not be increased by inflation.

Libraries

Extended loan charges are proposed to increase from 50 cents to 60 cents per day for adult books, but remain unchanged at 20 cents per day for children's books.

Regulatory services

A number of recent legislative changes have affected our building consent, resource management and environmental health activities. These changes have resulted in proposed amendments to the fees and charges, to ensure we are aligned with legislation as well as some changes making things simpler for the community.

Private swimming pools

Following a change to the legislation concerning fencing of swimming pools, these must now be inspected three-yearly. An hourly rate for these inspections is proposed. Some spa pools will be exempt.

Animal management

Several changes are proposed within animal management, with the majority of fees remaining at 2016/17 levels or reducing, and two new fees being introduced. Key changes proposed in this area are:

- a new lower registration fee for customers over 65 years. This fee will be in line with Approved Owner fees to reflect the low number of issues related to dogs with owners in this age range;
- a change in the relinquishment fee that will see it reduce from \$122 to \$65;
- a new unregistered dog impoundment fee of \$90 to accurately reflect the costs associated with the service; and
- the cost of euthanasia being reduced to reflect the actual cost of this service.

Wastewater charges

To ensure that our fees and charges are aligned with the actual cost to the Council of processing waste, the charge for septage disposal and treatment is proposed to increase from \$10 per load to \$25 per cubic metre. This is a significant increase but reflects the actual costs of treating and disposing of this waste and brings our fees and charges in line with other local government wastewater providers.

Regional waste management and minimisation plan

All councils in the Wellington region have developed a new draft plan, and are consulting on this. The aims are to reduce the amount of waste produced, to better reuse waste resources, and to recycle more.

The Wellington Region Waste Management and Minimisation Plan (WMMP) outlines the actions each council will take around waste management, and sets a primary waste reduction target for the region – **to reduce the total quantity of waste sent to landfills by a third over the next 10 years.**

The plan includes regional actions as well as each council's local actions.

Proposed regional actions include:

1. Investigate and if feasible develop, implement and oversee monitoring and enforcement of the regional bylaw.
2. Implement National Waste Data Framework and utilise the Framework to increase strategic information.
3. Deliver enhanced regional engagement, communications and education.
4. Facilitate local councils to determine and, where feasible, implement optimised kerbside systems that maximise diversion and are cost-effective to communities.
5. Investigate and, if feasible, develop a region-wide resource recovery network – including facilities for construction and demolition waste, food and/or biosolids, and other organic waste.
6. Collaborate on options to use biosolids beneficially.
7. Promote, investigate and, where appropriate and cost-effective, support the establishment of shared governance and service delivery arrangements, where such arrangements have the potential to enhance the efficiency of waste management and minimisation initiatives within the region.
8. Fund regional resources for the implementation of the WMMP, e.g. human resources and research, funding the formulation of the next WMMP, or investing in shared infrastructure or initiatives.
9. Work collaboratively with local government organisations, non-government organisations and other key stakeholders to undertake research and actions to advance solutions to waste management issues such as, but not limited to, e-waste, plastic bags, and the need for a container deposit system.
10. Work together to lobby for product stewardship for possible priority products such as, but not limited to, e-waste, tyres and plastic bags.

Proposed local actions

Local action plans across the region recognise that education, communication and council leadership will be an essential part of the waste minimisation and reduction process.



In the Kāpiti Coast District our proposed local actions include:

- Reviewing our Solid Waste Bylaw, licensing and data collection systems, along with any changes needed for consistency with any future regional solid waste bylaw.
- Providing support and assistance to educational institutions, residents, iwi and business and community groups with waste minimisation education, projects and events.
- Reviewing the current waste and recycling collection systems and facilities with the aim of reducing the volume of waste to landfill.
- Continuing contestable waste reduction grants funded from government waste levy payments.
- Working collaboratively with other Councils to enhance regional communications and waste minimisation opportunities.



At the same time that we're collecting feedback on our draft annual plan, we're asking for feedback on the draft Wellington region WMMP.

Find out how to provide feedback online or in other ways on page 24. The separate feedback form for the regional waste plan is on page 29.

How to give your feedback

Public consultation on our annual plan opens on Friday 31 March and closes at 5pm on Monday 1 May 2017. During this time there are a number of ways you can have your say. If you submit feedback, you have the option of speaking to the Council about your submission.

Find out more and give feedback online

An online version of this document and more detailed information are available on our website. This includes key financial information behind our planning and key components of the annual plan 2017/18.

→ kapiticoast.govt.nz/annual-plan-2017-18

From our website you can also access our online submission portal to provide your feedback.

If you haven't provided feedback online before, you'll need to set up a login. It's quick and simple to do and you can use the same login to provide input on other Council consultations.

Other ways to provide feedback

There are a number of ways to provide your feedback to Council. In addition to submitting your feedback online you can give us feedback by completing the submission form on pages 25–28 (also available on our website), or writing us a letter or email, then:

→ email to annualplan@kapiticoast.govt.nz

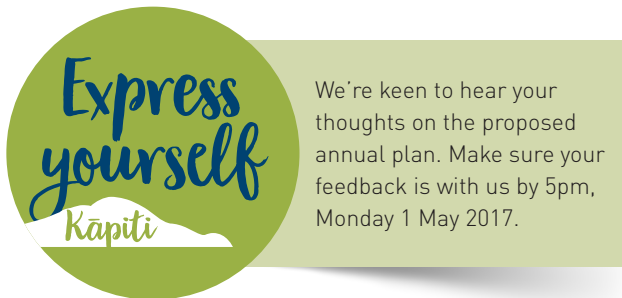
→ post to Annual plan submissions,
c/- Kāpiti Coast District Council,
Private Bag 60601, Paraparaumu 5254
OR drop it off at your local library, service centre or Council offices.

→ put your completed form in one of the submission boxes at Council service centres and libraries.

Next steps

Submitters who have indicated they wish to speak to the Council about their submission will be contacted after the submission closing date to arrange a time for this. Public hearings will be held from 15–17 May 2017, with an evening hearing on 15 May for those unable to attend during the day.

After reviewing all submissions and hearing from submitters who wish to address them, the Council will make final decisions on the content of the annual plan on 15 June 2017 and formally adopt the *FutureKāpiti* Annual plan 2017/18 on 29 June 2017.



Have your say on our annual plan



We need to receive your feedback by 5pm on Monday 1 May 2017



The proposals the Council is consulting on are set out in this *FutureKāpiti* Annual plan 2017/18 consultation document. Please read the consultation document before making your submission. For each topic in the submission form you will find the page reference to the relevant section in the consultation document.

Need more room? You can send us extra pages if there isn't enough space on this form to give all the feedback you want to. Please make sure your name and contact information are included on each page.

First name

Last name

Title (tick one) ☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Dr

Address

Phone

Email

Are you providing feedback (tick one)

☐ as an individual?

☐ on behalf of an organisation? | Organisation name:

(Please ensure you have the appropriate authorisation to provide feedback on behalf of your organisation)

Do you want to speak to the Council about your submission? (tick one)

☐ Yes

☐ No

If you do, we will contact you to arrange a time. Hearings will take place during the week beginning 15 May 2017.



The Council is proposing to make several changes to the planned work programme for the 2017/18 year as detailed in the *FutureKāpiti* Long term plan 2015–35. We would like your feedback on these proposals.

Proposed changes for the third year of our long term plan (pages 14–17)

Changes currently included in the proposed 2017/18 average rates increase of 5.9% are listed below.

Do you support the Council's proposed approach to these initiatives?

→ Economic development, rates impact
+0.16% (page 14)

Yes ☐ No ☐

→ National Policy Statement on Urban
Development Capacity, +0.18% (page 14)

Yes ☐ No ☐

→ Stormwater, +0.27% (page 14)

Yes ☐ No ☐

→ Self-insurance fund, +0.27% (page 14)

Yes ☐ No ☐

→ New link walkway in Paekākāriki,
less than +0.01% (page 15)

Yes ☐ No ☐

→ Makarini Street, Paraparaumu,
+0.02% (page 15)

Yes ☐ No ☐

→ Waikanae Beach Hall, less than
+0.01% (page 16)

Yes ☐ No ☐

→ Further enhancements at Haruatai
Park, Ōtaki, +0.01% (page 16)

Yes ☐ No ☐

→ All of the above topics

Yes ☐ No ☐

Please comment:

Also included in the average rates increase of 5.9% are proposed reduced service levels for rural berm mowing and sweeping of kerbs to offset reduced transport funding. Maintaining services at current levels would add a further 0.11% to the proposed 5.9% average rates increase.

→ Do you support the Council's proposed service-level reductions?

Yes ☐ No ☐

Please comment:

Changes to fees and charges (page 21)

We are proposing changes to some fees and charges. If you have any views on these please comment below.

Please comment:

Average rates increase exceeds our financial strategy rates limit (page 18)

The proposed average rates increase of 5.9% is above the 5.5% threshold we set for ourselves in our *FutureKāpiti* Long term plan 2015-35 financial strategy. The 5.9% proposed average rates increase allows us to continue delivering on our long term plan while taking steps to improve resilience in our district and responding to new compliance requirements. If you have any views on this, please comment below.

Please comment:



Suggestions on service-level reductions in order to reduce the average rates increase (page 18)

In the past two years we've received strong feedback from our communities that they do not wish to see services and facilities cut in order to reduce rates increases. If you have any suggestions of areas where you would be happy to accommodate reduced services and facilities in order to reduce the rates increase, please provide details below.

Please comment:

Any other feedback?

If you have any other feedback, please provide details below.

Please comment:

Privacy Statement: Please note that all submissions (including names and contact details) will be made publicly available at Council offices and public libraries. A summary of submissions including the names of submitters may also be made publicly available and posted on the Kāpiti Coast District Council website. Personal information will be used for administration relating to the subject matter of the submissions, including notifying submitters of subsequent steps and decisions. All information will be held by the Kāpiti Coast District Council, with submitters having the right to access and correct personal information.

Have your say on the Wellington region waste plan

Alongside feedback on our annual plan we are seeking feedback on the Wellington Region Waste Management and Minimisation Plan (WMMP).

See page 22 for information about the new plan that has been developed by the councils of the Wellington region, including the proposed regional actions and local actions.

Please ensure that your feedback is with us by 5pm Monday 1 May 2017.



Proposed regional actions (page 22)

The primary waste reduction target for the region is to reduce the total quantity of waste sent to landfills by a third over the next 10 years.

→ Do you support the proposed primary waste reduction target?

Yes ☐ No ☐

Ten regional actions are described on page 22. Do you support the proposed regional actions?

→ Proposed regional action **1** Yes ☐ No ☐

→ Proposed regional action **2** Yes ☐ No ☐

→ Proposed regional action **3** Yes ☐ No ☐

→ Proposed regional action **4** Yes ☐ No ☐

→ Proposed regional action **5** Yes ☐ No ☐

→ Proposed regional action **6** Yes ☐ No ☐

→ Proposed regional action **7** Yes ☐ No ☐

→ Proposed regional action **8** Yes ☐ No ☐

→ Proposed regional action **9** Yes ☐ No ☐

→ Proposed regional action **10** Yes ☐ No ☐



Proposed local actions (pages 22–23)

→ Do you support the Kāpiti Coast District Council proposed local actions?

Yes ☐ No ☐

Any other feedback on the WMMP?

If you have any other feedback on regional and/or local aspects of the WMMP please provide details below.

Please comment:

Privacy Statement: Please note that all submissions (including names and contact details) will be made publicly available at Council offices and public libraries. A summary of submissions including the names of submitters may also be made publicly available and posted on the Kāpiti Coast District Council website. Personal information will be used for administration relating to the subject matter of the submissions, including notifying submitters of subsequent steps and decisions. All information will be held by the Kāpiti Coast District Council, with submitters having the right to access and correct personal information.

Keep in touch with the Council

Plus, find out about other opportunities to have your say

It's easy to keep informed on Council activities and chances to get involved and provide feedback.

Everything Kāpiti e-newsletter

Everything Kāpiti is our weekly email update for Kāpiti residents. It's a convenient way to keep informed on Council activities, upcoming events and opportunities to get involved.

Sign up to receive our weekly updates:

→ kapiticoast.govt.nz/everythingkapiti

Express yourself forum

Shaping the Kāpiti we want for the future needs all of us to get involved. We're often after input from our communities to help shape our work; we're also keen for feedback on how we're doing.

Join our Express yourself forum and we'll let you know when there are opportunities to have your say:

→ kapiticoast.govt.nz/expressyourselfforum





Express
yourself
Kāpiti



[kapiticoast.govt.nz/
annual-plan-2017-18](http://kapiticoast.govt.nz/annual-plan-2017-18)

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