



Notice is hereby given that a meeting of the Waste Advisory Group (WasteNet) will be held in the Gore District Council Chambers, Civic Administration Building, 29 Bowler Avenue, Gore on Monday 17 February 2025, at 10.00 am.

Elected member representatives

Gore District Council

**Cr Keith Hovell (Chairman)
Cr Neville Phillips**

Southland District Council

**Mayor Mr Rob Scott
Cr Christine Menzies**

Invercargill City Council

**Cr Ian Pottinger
Cr Barry Stewart
Cr Peter Kett (alternate)**

Waste Advisory Group (WasteNet) - Public

17 February 2025 10:00 AM

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Minutes of the Waste Advisory Group (WasteNet) held in the Invercargill City Council Chambers, level 1, Civic Theatre, 88 Tay Street, Invercargill, on Monday 18 November 2024, at 10.00am.

Present

Gore District Council

Deputy Mayor Keith Hovell (Chairman)
Councillor Neville Phillips

Southland District Council

Mayor Rob Scott
Councillor Christine Menzies

Invercargill City Council

Councillor Ian Pottinger
Councillor Barry Stewart

In attendance

Ms Fiona Walker	WasteNet Director
Mr Chris Purchas	Tonkin & Taylor
Ms Sophien Brockbank	Tonkin & Taylor
Ms Erin Moogan	Group Manager Infrastructure, Invercargill City Council
Mr Jason Domigan	Group Manager Critical Services, Gore District Council
Ms Fran Mikulicic	Group Manager Infrastructure and Capital Projects, Southland District
Mr Matt Keil	Manager Infrastructure Operations, Invercargill City Council
Ms Michele Broad	Executive Support, Invercargill City Council

1. Apologies

None

Cr Hovell opened the meeting, outlined the need for discussion on timeframes for meetings in 2025, acknowledging possible changes in October 2025. Welcomed attendees, including Chris Purchas and Sophien Brookbank attending to present..

2. Declaration of Councillor conflict of interests

There were no conflicts of interest declared.

3. Confirmation of minutes

Moved Mayor Scott (SDC), seconded Cr Phillips (GDC), the motion:

That the Waste Advisory Group (WasteNet):
Confirms the minutes of the Waste Advisory Group Meeting held on Monday 2 September 2024.

The motion was put and declared CARRIED.

4. Tonkin and Taylor Presentation

Ms Brockbank began the presentation outlining the purpose of the presentation as a means of gaining feedback for the next steps in progressing the region's organics strategy on the basis of the information gained from the feasibility study.

Both Ms Brockbank and Mr Purchas spoke to slides throughout the presentation. Noted policy uncertainty and no mandates had been set. Similar studies undertaken for other local authorities and aware of processes in Australia. Some key issues and opportunities identified for Southland were outlined, and acknowledged the proactive interest from industry in the private sector, already some significant work being done in organic materials.

Key considerations outlined, suggested trials with different systems due to various requirements throughout community. It was noted the AB Lime plans for the installation of a power generator were not included and that this was reliant on organic material going to the landfill to generate gas, Mr Purchas noted this was in context of what they were doing on their site, spoke with AB Lime during stakeholder engagement phase of the project and confirmed that due to low diversion rates, a diversion plan was not going to change the viability of what AB Lime were proposing. Cr Pottinger queried green waste and sending to Green Island, outlined overseas practices in the United States of their sites having power stations; queried why WasteNet were not doing this. Mr Purchas not seeing as either/or whatever decision made as would still have ability to use AB Lime gas collection due to relatively low diversion rates at kerbside. Outlined green waste processes whether to decompose and capture gas or make into compost. Discussion on emissions for collection service, truck emissions for transporting green waste and using smaller bin to not replace home composting or those using green bin collection. Discussion on AB Lime gas capture and associated benefits.

Cr Hovell requested questions be in relation to the content of the presentation. It was noted the current Government had not decided on legislation, if it did not come in till 2027 would push out implementation dates further to what had previously been published in the draft waste strategy, and clarified the community size of 1,000 appeared to be ringfencing with the intention of emphasising the difference in community sizes and requirements.

Outlined types of organic collection and indicative prices and processing approaches, noted had not included emerging technologies, rather those shown were methods currently used in New Zealand.

Network of green waste locations, noted difference in use between rural and urban areas with approximately 30% dropped off to transfer stations being organic waste. Presentation and report based on 2018 solid waste assessment data with recommendation that further data analysis be undertaken following receipt of the most recent solid waste assessment data which was currently underway. Mr Purchas gave explanation Material flows graph, noted good levels of green waste diversion taking place approx. 40% across the councils need to look at how to deal with remainder and amounts to landfill and costs. Primary sector waste/by-products going to landfill was not shown, which had impact on quantity of gas at AB Lime.

Discussion on diverting green waste from the public to AB Lime. Noted repercussions if complete diversion from public green waste, Mr Purchas acknowledged there would be people not participating would be reductions but evaluation would not have a large effect on landfill gas collection. Levy implications discussion if organic material was being diverted, used for compost

or power, noted that only landfill volumes were currently levied at present.

Looked at sites across region and what waste was collected, noted stockpiles at Transfer Stations, and potential for use and additional processing for revenue streams in the region. Outlined current organic material use and processing, including TNZ composting.

Following outline of insights from key stakeholders Cr Pottinger noted green bin collection, grass clippings put in with food waste would be contamination. Mr Purchase noted education and enforcement required. Cr Pottinger noted inability to ensure quality or correct use and the green bin would be a rateable service whether there would be an opt out option. Ms Moogan noted there could be options for opt in/out however need to look if viable and if have ability to whether still able to include in red bin. Noted a number of only green waste collection in NZ and overseas also overseas.

Multi Criteria Analysis used for the feasibility study outlined, criteria weighted the same for the process. Reviewed organic material collection options considered followed by colour coded view of pros and cons no one method stood out, noted benefits and tradeoffs. Rankings discussed outline of approach and these could be different for each Council depending on community needs and wants. Noted that if weightings were changed, for example increased emphasis on cost implications, the outcomes shown in the report would change and likely to promote status quo scenario to the preferred option.

Concern raised with legislation, no logic given from central Government, not looking at what was happening around the world. Mr Purchas noted the levy in emission trading scheme likely to remain static or rise.

Processing and collection options reviewed. Discussion on cost of Green Island facility being included for as possible use, did not have figures for the build cost but noted economies of scale and capital costs for this facility that would need to be considered for Southland as some components required would be fixed and low quantities. On this basis, the recommendation had to be included to consider use of the Green Island facility so as to avoid capital costs. Managing the processing methods discussed, noting odour management. Looked at methods currently implemented in NZ and or across Australasia.

Noted report recommendations included for Food or Garden Organics (FOGO) collection in a small bin outlined. Within region in food or garden option Option 7 composting in vessel or Option 10 Green Island Organics Processing.

Outlined community driven response not wanting remove or replicate activities that communities are already doing, option to assist in enabling these activities.

Key decisions for the Councils: want to pursue an organic waste material separation and diversion, more active role or for private sector or utilising facilities already available; active role in assisting community based solution or introducing new or additional costs - noting whether alternative approaches needed for some rural communities.

Cr Hovell thanked presenters, and suggested looking at detail in the report for timing of decisions and what was to be done, where legislation issues sat in particular and double back for any questions.

Moved Cr Menzies (SDC), seconded Cr Stewart (ICC), the motion:

That the Waste Advisory Group:

1. Receives the "Tonkin and Taylor Presentation".

The motion was put and declared CARRIED.

5. **Organics Preliminary Business Case Recommendations for Deliberation**

Cr Hovell suggested taking the report as read and opened to the floor for feedback. Mayor Scott noted wide geographical base. Collection costly, and funding community based activities, giving ownership less likely to contaminate or option to collect bulk store green waste at transfer stations prior to transferring to another location. Kerbside collection would be an expensive option for Southland residents.

Cr Hovell noted not wanting to duplicate work so whether to act now or wait for direction from Government. It was noted without a mandate it would be a hard sell to the community given rates rises ratepayers paying more if no mandates given rate rises in coming years. Cr Pottinger recommended status quo; currently any of these options were going to increase costs for ratepayers, waiting for legislative direction, waiting for central government to be more educated in use of this resource. Would be going to see Penny Simmonds as Minister for the Environment. If neutral cost with AB Lime, not comfortable to move forward with anything, rather using legislation for pause.

The question was asked if it needed to wait for legislation? Continue with education and supporting of what was currently taking place so if mandated it may be easier. Recommendation to wait and continue with education.

Cr Stewart noted current issues with yellow bin contamination and concerns of additional costs for ratepayers better to wait.

Ms Moogan noted the value of the work undertaken without necessarily leading to kerbside collection. Acknowledged that a number of community groups and commercial groups working to divert green waste, queries to Council for guidance on what to do (e.g. schools and community groups). Note push globally to remove green waste from landfills and many struggling with capacity and odour. Following the change of Government there did not appear to be quick changes in this space, nothing in legislation and no push to act. Suggested to share report with community groups for guidance and support.

Cr Hovell acknowledged support for community groups; importance of education and consultation to the community and whether it should be considered with the Waste Minimisation Management Plan review due next year. Noted valuable initiatives in the community, and the role WasteNet had to assist with education and guidance to encourage these activities. This recommendation was widely supported by attendees.

Suggested not to proceed with any direct action but mindful of education, providing information and using the Waste Minimisation Plan and budgets to look at this supporting existing activities further. Discussion on WasteNet communications and where the WasteNet role ended - whether a partner to lifestyle changes. Noted that a Workshop be held on the governance role as part of the Joint Agreement Review process, with this as a later agenda item.

The value of the report was acknowledged, noting although not proceeding did not mean nothing would happen prior to legislation and it could be used to start conversations with groups, Cr Hovell noted an output from the process was the ability to have reports from the WasteNet Director to Councils.

Moved Mayor Scott (SDC), seconded Cr Stewart (ICC):

That the Waste Advisory Group:

1. Receives the report "Organics Preliminary Business Case Recommendations Deliberation", and

The motion was put and declared CARRIED.

Moved Cr Pottinger (ICC) seconded Cr Stewart (ICC).

That the Waste Advisory Group:

2. Confirm the next steps to be taken by WasteNet, being either:
 - (c) Defer further action relating to organics collection and processing business case development until government legislation on waste diversion targets and requirements is confirmed and/or the Regional Waste Management and Minimisation Plan is revised in 2025.

The motion was put and declared CARRIED.

Cr Hovell thanked Mr Purchas and Ms Brookbank for their presentation and queried as funding from MFE what commitment or follow up required for the Organics Feasibility Study. Ms Walker noted a report outlining the direction taken by WasteNet needs to be provided and the report from Tonkin & Taylor noting the use of this for education would be sent.

Mayor Scott requested feedback to MFE and the Government to note not all landfills were the same and to allow bespoke solutions in the regions in the future, Cr Hovell noted this was reinforced by the report. Covering letter to be sent with report and presentation. Suggested documents sent to MFE also sent to the Minister and express willingness to discuss further. Mr Purchas noted unique emissions factors across the country and that AB Lime were one of a few performing at this high level.

6. **WasteNet Strategic Plan Execution and Activity Update**

Ms Walker indicated on track for delivering the Strategic Plan. Cr Hovell noted timing of the Waste Minimisation Plan consultation being deferred for 2025, and the need for consultation and firm decisions to be made prior to October 2025 with upcoming elections. Meeting schedule for 2025 last agenda item.

Moved Mayor Scott (SDC), seconded Cr Phillips (GDC), the motion:

That the Waste Advisory Group:

1. Receives the report "WasteNet Strategic Plan Execution and Activity Update".

The motion was put and declared CARRIED.

7. **WasteNet Key Performance Indicators Update**

Cr Hovell noted reporting back on trends, no queries, taken as read.

Moved Cr Phillips (GDC), seconded Cr Menzies (SDC), the motion:

That the Waste Advisory Group:

1. Receives the report "WasteNet Key Performance Indicators Update".
2. Notes the materials discarded, waste to landfill and diversion data and trends.

The motion was put and declared CARRIED.

8. **WasteNet Education and Communication Activity Update**

Cr Hovell noted this was a regular report to update the group and requested any queries. Cr Menzies queried education strategy, whether focus should be given to rubbish on roadsides, noting the amount picked up around Dipton and Winton last month. Education taking place in childcare and schools queried education provision to be provided for secondary schools and the public. Information on the type of rubbish collected by the community groups had been requested and would be forwarded to staff when received.

Bin inspections starting in the new year, query whether there was any feedback from Recycle South to indicate any improvement currently on the quality of product being received. Ms Walker

noted there had been a modest improvement in contamination and levels remaining stable with no definite improvements to drive numbers down.

Fridge magnets previously discussed for households to widen scope include businesses, given businesses also contributed to landfill volumes and activities.

Moved Cr Pottinger (ICC), seconded Cr Menzies (SDC), the motion:

That the Waste Advisory Group:

1. Receives the report "WasteNet Education and Communication Activity Update".

The motion was put and declared CARRIED.

9. Wastenet Community Minimisation Fund Recipients F25

Ms Walker outlined the number of applications received, which included a diverse group of activities and geography, however despite number of applications unable to allocate all funding and therefore recommended to run again in the new year.

The process and make up of the panel was queried and Ms Walker clarified this included a member of staff from each Council along with the Chair. Mayor Scott questioned bringing applications to WAG prior to assessment, and value of views around the table. Cr Hovell acknowledged there was a thorough process, outlined number of criteria for each panel member to rank the applications and debate held. Noted length of process with larger group but could be merit in knowing information of applications or overview.

Moved Cr Stewart (ICC), seconded Cr Menzies (SDC), the motion:

That the Waste Advisory Group:

1. Receives and endorse the report "WasteNet Community Waste Minimisation Fund Recipients FY2024/25", and
2. Endorse the WasteNet Community Waste Minimisation Fund being opened for applications for a second time in the latter part of FY2024/25.

The motion was put and declared CARRIED.

Cr Menzies queried reviewing criteria in relation to applications received to ensure suitable applications received. It was noted further publicity and a budget item for this next year to raise interest. Ms Walker confirmed funds available currently \$18,000.

10. Event Funding and Sponsorship Review

Ms Walker noted this was a follow up paper from the previous meeting regarding discussion on events and activities where WasteNet could take a more active role in funding events where there was a waste focus. The paper summarised an adhoc approach was currently being taken, noted there was opportunity for a more structured approach and a need to raise awareness of funding available.

Discussion took place with Cr Phillips proposing the motion of 2a and 2b. Discussion on affordability and criteria, Ms Walker summarised the current budgeted categories and funds available, noting those were not fully used and a lack of awareness in the community that funds were available. Cr Menzies noted AB Lime supported the recent clean up around Dipton. Discussion on the amount of takeaway packaging causing roadside/street waste whether there was a plan to speak to venues, noted could be picked up in education or could be part of a bylaw. Lack of NZTA funding queried as issue due to less frequent roadside cleanups. Amount of funding for community clean up and community events remaining in budget clarified by Ms Walker. Mayor Scott noted that due to currently budgeted values being unable to be awarded, he did not support further increases of the budget at this stage

Moved Cr Phillips (GDC), seconded Cr Pottinger (ICC), the motion:

That the Waste Advisory Group:

1. Receives and endorse the report "Event Funding and Sponsorship Review", and
2. Confirm the next steps to be taken by WasteNet, being to:
 - (b) Develop and implement application criteria and assessment processes for existing events and sponsorship funding in the 2024/25 budget, with increased emphasis on advertising of the funds available; or

The motion was put and declared CARRIED.

Cr Menzies left the meeting at 11.45am.

11. WasteNet Southland Joint Waste Management Agreement Review Outcomes – Stakeholder Engagement Phase

The purpose of the report and prefacing paper was to summarise the stakeholder engagement process completed over past couple of months. Individual stakeholders and facilitated sessions with Councils held. It was noted the individual sessions had clear themes, but the facilitated sessions did not provide a clear and consistent view on how to move forward with the review. Acknowledgement was given of the thorough process undertaken.

Moved Cr Stewart (ICC), seconded Mayor Scott (SDC), the motion:

That the Waste Advisory Group:

1. Receives the report 'WasteNet Southland Joint Waste Management Agreement Review Outcomes – Stakeholder Engagement Phase'.
2. Endorse the next step to be taken in the WasteNet Southland Joint Waste Management Agreement review process, being a formalised Local Government Act Section 17A review and/or detailed business case, with outcomes of this to be presented back to each individual Council for further deliberation.
3. Endorse the recommendation that the WasteNet Director commence with regular and formalised reporting directly into each individual full Council.

The motion was put and declared CARRIED.

Query on timing for report, Ms Walker noted Section 17A review required for business case for procurement at start of next year would dovetail into that.

Discussion on whether WasteNet should be making recommendations to Councils, ranking options or take to Councils first for feedback before choosing pathways. Mayor Scott indicated taking to Council for rankings. Uniqueness of the WasteNet collaboration acknowledged and suggestion model could be used in other areas.

Workshop for strategic objectives noted this would be in parallel of 17A review, first quarter of next year. Review highlighted disparity of what people saw as key service deliverables in WasteNet with a need to be looked at sooner rather than later. Cr Hovell noted comment on reserves use, upper and lower band suggestion being beneficial.

12. Waste Advisory Group 2025 Meeting Frequency

Meetings bi-monthly in 2025. Cr Hovell noted the significance of the review into the WasteNet Joint Agreement/structure review, the Waste Minimisation Plan and 17A assessment, and the need for these to be dealt with and outcomes in place prior to the 2025 elections to ensure outcomes were progressed and disruptions minimised.

Ms Walker noted last page with schedule of reports, noting scheduled reports and that workshops

would be held amongst those as required, particularly regarding WMMP.

Cr Pottinger queried WMMP and product stewardship, with recommendation that feedback was provided to central Government regarding packaging. Ms Walker noted template letter circulated last week requesting signatures to go back to MFE to get underway, however there had not been any formal movements in relation to product stewardship in recent times.

Moved Cr Pottinger (ICC), seconded Cr Stewart (ICC), the motion:

That the Waste Advisory Group:

1. Receives the report 'Waste Advisory Group 2025 Meeting Frequency', and
2. Confirm any adjustments to be made to the proposed meeting frequency and scheduled agenda items for the 2025 calendar year.

The motion was put and declared CARRIED.

There being no further business the meeting concluded at 12.00pm.

WASTENET STRATEGIC PLAN EXECUTION AND ACTIVITY UPDATE

To: Waste Advisory Group

Meeting Date: Monday 17 February 2025

From: WasteNet – Fiona Walker (Director)

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

This report aims to update the Committee on progress with executing the WasteNet 2024/25 Strategic Plan and to provide an overview of associated activities up to 31 January 2025.

Recommendations

That the Waste Advisory Group:

1. Receive the report "WasteNet Strategic Plan Execution and Activity Update", and
2. Either;
 - (a) Endorse the recommendation to defer the regional Waste Management and Minimisation Plan programme until the latter part of the 2025 calendar year and associated community consultation until the first quarter of the 2026 calendar year, or
 - (b) Direct that the regional Waste Management and Minimisation Plan programme is advanced with a target adoption date of 30 July 2025.

Background

Activity Status Overview

The WasteNet 2024/25 Strategic Plan (refer to Appendix 1) overviews WasteNet's goals, target condition and performance indicators, as well as documenting the resulting work programme to achieve the target outcomes. Table 1 provides a summary of progress with implementing the WasteNet 2024/25 Strategic Plan as at 1 February 2025.

Table 1 - WasteNet 2024/25 Strategic Plan Execution Summary

Status	Number of Workstreams Due To-Date	Task / Project Description
Complete	7	<ul style="list-style-type: none"> - Development and endorsement of strategy; implementation; formalise reporting to Waste Advisory Group (WAG). - Establish regular linkages between WasteNet and SDC, GDC & ICC: Staff & Councils - Implement monthly financial tracking/reporting - Glass out consultation & implementation - Organics (food & green waste) assessment
In Progress	7	<ul style="list-style-type: none"> - Refresh WasteNet Southland Joint Waste Management Agreement - Regional Waste Assessment / WMMP review process - Implement business management systems & team KPIs - Pathway to 2027 Contract Renewals: Existing contracts due diligence and Business Case development - Regional Bylaw review and development
Overdue	2	<ul style="list-style-type: none"> - Recruitment: Community Engagement Officer - Tyewise stewardship scheme implementation
Total	16	Overall it is considered that WasteNet is on track to deliver the FY24/25 Strategic Plan.

New Zealand Waste Strategy Te Rautaki Para Update

When developing the WasteNet 2024/25 Strategic Plan, consideration was given to the Government's draft waste strategy, Te Rautaki Para, which was released in March 2023. This contained five key actions, being standardising the materials collected in household recycling, introducing a council household recycling service to all urban areas, introducing a council household food scraps service to all urban areas, data reporting for private household recycling providers, and a performance standard for household recycling and food scraps diversion. Of the five policies, only standard materials for household recycling came into effect. In late December 2024, the Government announced that it will not progress the remaining four proposed actions.

It is of note that while the remaining four policies will not be progressed, the requirement for Gore District Council to reinstate co-mingled recycling by 1 January 2027 was included in the Standard Materials for Kerbside Collections Notice 2023 gazette notice, and therefore this requirement remains.

WasteNet 2024/25 Strategic Plan Activities Update

Workstream: Setting the Strategic Direction

Scope: This workstream ensures that there a clear direction for the FY2024/25 year. The scope includes a workshop to set priorities and the resulting WasteNet 2024/25 Strategic Plan (the plan). Review of the WasteNet Southland Joint Waste Management Agreement was also included to ensure that there was regional alignment moving forward.

Activity Update: All tasks within this workstream have been progressed as scheduled to-date, with the initial focus being the development, endorsement and implementation of the WasteNet 2024/25 Strategic Plan.

The secondary focus of this workstream is to refresh the WasteNet Southland Joint Waste Management Agreement. The stakeholder engagement phase of the review was completed between August and September 2024. A report summarising the outcomes of this process and associated recommendations was presented to the Waste Advisory Group in November 2024. As an outcome of the November 2024 meeting, the next step to be taken in the WasteNet Southland Joint Waste Management Agreement review process is a formalised Local Government Act Section 17A review and cost analysis for the various governance model options. This is underway at present and the outcomes of this will be presented back to each individual Council for further deliberation on the preferred structure and approach to waste management and minimisation services and functions in Southland. WasteNet staff expect to provide the Waste Advisory Group with an update on the outcomes of these deliberations at the April 2025 meeting.

Workstream: Refreshing Southland's Waste Management Framework

Scope: This workstream is focussed on updating the framework WasteNet and the three Councils operate within. The scope extends to establishing a waste management and minimisation bylaw, as well as workstreams associated with refreshing the regional Waste Management and Minimisation Plan (WMMP).

Activity Update:

Waste Management and Minimisation Plan

Eunomia Research and Consulting Ltd (Eunomia) have been engaged to support the regional waste assessment and WMMP review processes. The first phase of the 18-month WMMP refresh programme was to conduct a regional waste assessment, with this having been completed in the latter months of 2024. The purpose of the waste assessment is to collate and analyse data relating to waste and diverted materials which then provides a basis for determining a logical set of priorities and activities in the WMMP. The waste assessment process is prescribed by the Waste Management Act 2008. In order to comply with the Waste Management Act, the Councils will need to formally receive the Waste Assessment by June 2026 and make a decision on whether to continue with the existing WMMP, amend, revoke, or revoke it and replace the existing WMMP with a new one. These timeframes are based on the current WMMP covering the period of December 2020 to December 2026.

In terms of the WMMP programme timeline, there are three available options to advance this:

1. Adoption End of July 2025
This approach reflects that currently shown in the WasteNet 2024/25 Strategic Plan, with workshops and drafting of the WMMP occurring in early 2025. Consultation would occur in June, followed by Hearings in July 2025, in order to achieve adoption by 30 July 2025.
2. Adoption March 2026
This approach defers the work programme to the latter part of 2025, with workshops and drafting of the WMMP occurring from November 2025. Consultation would occur in January/February 2026, followed by Hearings in February 2026 in order to achieve adoption in March 2026.
3. Incorporate WMMP into 2026 Annual Plan Processes

Option 1 requires that the WMMP programme is condensed to ensure all elements are able to be completed prior to the local body elections occurring, which are scheduled for October

2025. This is not considered to be optimal due to the preference for robust rather than abbreviated community engagement. Additionally, consideration should be given to resourcing, both of staff and elected members, recognising the number of stakeholders involved due to the WMMP being a regional document. With current Long Term Plan / Annual Plan processes underway, along with Local Water Done Well requirements, there are considerable demands on these resources.

Option 2 is recommended as it will enable a more comprehensive approach, and one which is less likely to be diluted by multiple workstreams occurring and being consulted on simultaneously. A further advantage is that regional waste service contract procurement workstreams, including development of a Business Case, will have been advanced by this time. It will be advantageous to have this information when drafting the WMMP as it will ensure that the WMMP activities and direct align with services to be delivered to the community.

Option 3 involves deferring all elements until 2026 and incorporating the WMMP review process into the 2026 Annual Plan processes. As the WMMP guides the regional work programme for waste management and minimisation, this delay would limit WasteNet's ability to progress initiatives and thus is not considered to be the preferred approach.

Regional Solid Waste Bylaw

Development of a regional bylaw forms the second activity under this workstream. The *Regional Solid Waste Bylaw Development Drivers* report, presented as a separate agenda item, provides an update on the workstreams associated with the regional bylaw.

Workstream: Building and Streamlining WasteNet's Operations

Scope: This workstream encapsulates actions to ensure that WasteNet is operating effectively and efficiently as a shared business unit. Actions focus on financial management, staffing and operating systems.

Activity Update: Further to the update provided in July 2024, WasteNet has now revised the process for financial tracking and reporting against the endorsed 2024/25 budget. This enables more rigorous and timely financial management and is supported by a monthly review with the Invercargill City Council Finance staff. A further outcome of this workstream has been the development and implementation of an aged debtor management process, as detailed in the *Aged Debtor Process Improvements Overview* report, presented as a separate agenda item.

In relation to recruitment, the Community Engagement Officer remains vacant. Staff are in the process of reviewing workflows and resource demands in order to inform recruitment, with this intended to be advanced in mid-2025.

On the basis of the above, it is considered that the tasks contained in this workstream are all generally on-track as scheduled.

Workstream: Pathway to 2027 Contract Renewals

Scope: Key service contracts, being the kerbside collection contract held with WasteCo and the recycling processing contract held with Recycle South are both due to expire mid-2027. This workstream includes actions to progress procurement in a timely and considered manner.

Activity Update: Actions and considerations associated with the 2027 contract renewals were detailed in the *Proposed Pathway to Waste Service Contracts Procurement* report submitted to the Waste Advisory Group in September 2024, with this detail being endorsed. On this basis, Morrison Low were engaged to provide technical guidance and support. The first element is well underway, being a due diligence assessment of the current contracts.

In relation to the S17A review and Business Case development, an initial workshop was held with the Waste Management Group in December 2024 to inform the Local Government Act Section 17A review. The outcomes of this have been incorporated into the S17A and Business Case criteria and material which is to be presented to and reviewed by each individual council in March 2025 via a series of workshops.

In addition to the above processes, a Request for Information (RFI) was released to the market on 5 December 2024, with responses closing 23 January 2025. The purpose of the RFI was early market engagement to identify interested parties who may participate in a future Request for Pricing (RFP) process, as well as to collect feedback on existing and potential services to inform the abovementioned Business Case and future procurement documents.

Overall, the procurement process is on track and is proceeding in alignment with the timeline contained in the *Proposed Pathway to Waste Service Contracts Procurement* report submitted to the Waste Advisory Group in September 2024.

Workstream: Meeting Legislative Requirements and Projects

Scope: This workstream includes actions items required to position Councils to meet pending or forecast legislative requirements, particularly those mandated by central government / Ministry for the Environment, as well as improvement projects set at a regional level. For the 2024/25 year, focus areas include organics collection and processing, glass out recycling and tyre product stewardship (Tyrewise).

Activity Update: As detailed in the Background section of this report, the Government announced in December 2024 that it will not progress the remaining four proposed actions of the draft waste strategy. While this does not have a direct impact on the activities contained in the WasteNet 2024/25 Strategic Plan, it does have a bearing on future planning for both WasteNet and each individual council.

In relation to scheduled activities, two of the three action items have now been completed, being glass out consultation and the regional organics feasibility assessment. The third item, being implementation of the Tyrewise Scheme, is currently outstanding.

A report summarising the Regional Organics Feasibility Study was presented to the Waste Advisory Group by Tonkin + Taylor in November 2024. In accordance with the outcomes of this meeting, no immediate action will be taken to collect and process domestic household organic waste aside from status quo services. WasteNet notes the directive from the Waste Advisory Group to focus on and support community activities relating to organic collection and processing, and will factor this into development of the WasteNet 2025/26 Strategic Plan.

The third action under this section of the WasteNet 2024/25 Strategic Plan is implementation of the regulated Tyrewise stewardship scheme. Tranche 2 in the regulations applied from 1 September 2024 whereby scheme participants will receive payments for the services they provide that involve end-of-life tyre movements, such as running a public collection site or transporting the tyres. As detailed in the *WasteNet Strategic Plan Execution and Activity Update* report submitted to the Waste Advisory Group in November 2024, information is

pending from TyreWise on operational and health and safety considerations and on this basis, Transfer Stations within the Southland Region have not yet registered to participate in the TyreWise scheme. This information continues to be actively sought from TyreWise and once received, WasteNet will advance registration and advertise the availability of this service to the community. In the meantime, members of the public are able to return eligible tyres to registered retailers.

Follow-up / Parking Lot


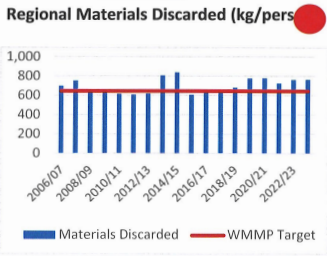
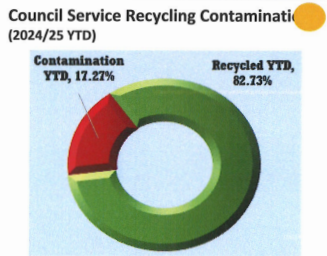
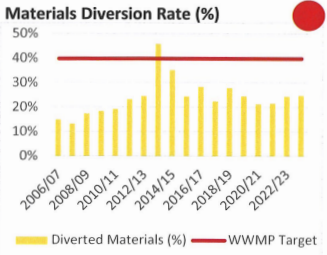
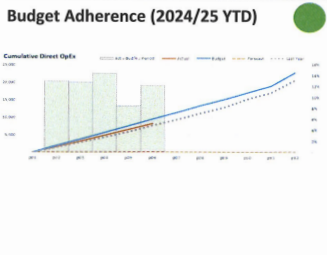
Scope: The abovementioned workstreams were set as the priority for FY2024/25 however it was recognised that there were a range of further items which should be monitored and/or implemented should resourcing allow.

Activity Update: In relation to the item of "ETS fees / AB Lime Review", the Emissions Trading Scheme and AB Lime Unique Emissions Factor Overview report was presented to the Waste Advisory Group for consideration during the July 2024 committee meeting. Following this, AB Lime presented to the WAG in September 2024. As an outcome of the September Waste Advisory Group meeting, WasteNet and ICC staff met with AB Lime to further progress these discussions, with this currently in progress. It is expected that an update on these discussions will be presented to the Waste Advisory Group in April 2025.

Attachments

Appendix 1 - WasteNet 2024/25 Strategic Plan Update as at 1 February 2025 (A5768940)

A5768940

WasteNet 2024/25 Strategic Plan													
Date Reviewed: 1 Feb. 2025													
Background WasteNet aims to provide environmentally sound solid waste management and waste minimisation services to Southland. Seek to achieve this in a cost-effective and practical manner.		Key: Scheduled Complete In Progress Overdue											
Target Condition » <i>WMMP</i> : By 1 July 2026 Southland will have maintained a materials discarded figure of 650kg per person, comprising 40% diverted materials. » <i>Alignment with Te Rautaki Para</i> : Targets and timelines		Action <small>(Excludes BAU activities)</small>											
Current Condition / Reflection » Current opportunity to revitalise GDC, ICC & SDC unity and alignment within WasteNet to be more effective. To achieve this, we need to refresh our constitutional framework and service contract structures. » Primary focus on kerb-side performance, with secondary focus on wider waste minimisation activities across Southland Region.		Who											
Impact Monitoring: WasteNet 2024/25 KPIs		May-Jun											
Regional Materials Discarded (kg/pers) 		Jul											
Council Service Recycling Contamination (2024/25 YTD) 		Aug											
Materials Diversion Rate (%) 		Sep											
Budget Adherence (2024/25 YTD) 		Oct											
		Nov											
		Dec											
		Jan											
		Feb											
		Mar											
		Apr											
		May											
		Jun											
		Setting the Strategic Direction											
		WAG Workshop to confirm strategy											
		Implement refreshed Business Plan and 24/25 budget											
		Implement Business Plan reporting to WAG											
		Refresh WasteNet Southland Joint Waste Management Agreement											
		Refreshing Southland's Waste Management Framework											
		Bylaw Review											
		Bylaw Implementation: GDC, ICC & SDC											
		Regional Waste Assessment											
		Waste Management & Minimisation Plan (WMMP)											
		Refresh, including s17A review											
		Consultation & adoption of revised WMMP											
		Building & Streamlining WasteNet's Operations											
		Establish regular linkages between WasteNet and SDC, GDC & ICC: Staff & Councils											
		Recruitment and on-boarding: Data Officer (complete) & Engagement Officer (vacant)											
		Implement business management systems & team KPIs											
		Implement monthly financial tracking/reporting											
		Pathway to 2027 Contract Renewals											
		Existing contracts due diligence											
		Procurement Planning: Business Case											
		2027 Contract Expiries - Procurement process											
		Meeting Legislative Requirements & Projects											
		Organics (food & green waste) assessment											
		Glass Out Consultation & implementation											
		TyreWise implementation											
		Follow-Up / Parking Lot											
		1. Hazardous Waste Services											
		2. Actions as per Te Rautaki Para (NZ Waste Strategy)											
		3. Resource Recovery Park review (GDC & ICC)											
		4. Support recycling implementation for GDC											
		5. Product Stewardship Schemes: Container Returns, E-Waste, Agrichemicals, Farm Plastics & refrigerants											
		6. Implementation of organics programme											
		7. WasteNet cost recovery, structure and fees review											
		8. Flytipping deep dive & counter measures											
		9. ETS fees / AB Lime Review											

WASTENET EDUCATION AND COMMUNICATION ACTIVITY UPDATE

To: Waste Advisory Group

Meeting Date: Monday 17 February 2025

From: WasteNet – Fiona Walker (Director)

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

This report aims to update the Committee on the education and communication activities undertaken by WasteNet staff until the end of January 2025. The purpose of the education and communication activities is to deliver a collaborative education programme across the Southland region to change behaviour, minimise waste and increase awareness.

Recommendations

That the Waste Advisory Group:

1. Receives the report "WasteNet Education and Communication Activity Update".

Background

Part of the WasteNet Business Plan is to deliver direct education to our target groups which are identified as schools, residential and businesses. The aim is that all residents, schools and businesses in the Southland region will have a better understanding of waste minimisation, take voluntary actions to minimise waste and progressively transition to a circular economy.

The following workstreams form the **2024/25 Education and Engagement Activities**:

Status	School Education Activities	Residential & Community Education and Engagement Activities	Business Education and Engagement Activities
Underway / On-going	-	Advertising via Radio, Social Media and Digital	-
		Community Waste Minimisation Fund (One of two rounds complete)	
		Bin Audits – Reimplementation communication / education	
Not Yet Initiated	Presence at ILT KidZone (July 2025)	General Media: Fridge magnets	Agri-waste drop-off scheme: Targeted engagement
		Bin Clips – Further distribution	
		Community Events / Fair	
		Flytipping – Targeted education	Business Waste Reduction Audit Toolkits
			Waste Reduction Toolkits
	Trade Shows / Events		
	Engagement and consultation regarding Waste Minimisation and Management Plan review		
Proposed	-	-	-
Complete	Waste Free Wanda (Three of three tours complete)	Plastic Free July Campaign	Organics Feasibility Study
		Ultimate Guide to Recycling in the Gore District (print advertising)	
		Love Food Hate Waste Campaign	
	Para Kore – Wānanga and community groups	WasteNet Website: Phase II	
		Southland "Waste Free Wednesday" events: Riverton, Winton & Te Anau	
		Community Events / Fair: Hokonui Culture Festival	

School Waste Education Activities Update

Waste Free Wanda

Scope: Waste Free Wanda is an interactive stage show for early childhood and primary-aged children, written and performed by award-winning singer/songwriter Anna van Riel. It helps children learn how to reduce waste and discover tools that prevent us from relying solely on recycling to minimise waste.

Activity Status: Waste Free Wanda's third and final tour for FY2024/25 was completed in December 2025. The purpose for the December tour was initially to have a presence at the EnviroSchools annual Hui, however this was cancelled by Environment Southland due to venue availability. Waste Free Wanda's tour proceeded, delivering shows to four schools, including two shows on Rakiura / Stewart Island. The tour concluded with a beach clean-up of Halfmoon Bay, in association with the Stewart Island/Rakiura Community & Environment Trust.

This final tour for FY2024/25 reached over 100 tamariki, in addition to those who attended the public community clean-up event at Halfmoon Bay.

Aside from the above, there have not been any significant activities under the School Waste Education programme further to the WasteNet Education and Communication Activity Update submitted to WAG in November 2024.

Residential Education and Community Engagement Update

WasteNet Website

Scope: The WasteNet website has been upgraded in two phases for the purpose of providing information to the public on bin collection services, recycling guidelines and standards, and general information on waste minimisation. Phase I of the website upgrade was completed in 2023 and Phase II was completed in 2024.

Activity Status: As noted in the WasteNet Education and Communication Activity Update submitted to WAG in November 2024, the WasteNet website upgrade project has now been completed. A monthly website traffic report is generated, with this information used to inform focus areas in order to encourage on-going engagement and to ensure relevant information is available to the public. For the month of January 2025, 6,600 users accessed the WasteNet website, with an active engagement time of 1 minute and 22 seconds. The 'Recycling' and 'A-Z Item Search' pages received 1,935 and 2,218 views respectively in January, which correlates with the bin inspection communication and advertising campaign that occurred in January 2025.

Community Events

Scope: WasteNet seek to engage with the community and raise awareness around waste minimisation by having a physical presence at community events and by coordinating specific waste-focussed events. These events are an opportunity to provide education material and answer specific questions from members of the community.

Activity Status: There have not been any significant activities under the Community Events programme further to the WasteNet Education and Communication Activity Update submitted to WAG in November 2024.

Advertising: Radio, Social Media and Digital Media

Scope: Radio partners and digital marketing suppliers have been engaged to support with community education and engagement by delivering messaging relating to waste issues and to encourage our community to implement change one step at a time. Our advertising partners run the WasteNet advertisements and promotional campaigns. Digital media and digital advertising are used in conjunction with radio to reinforce messaging and broaden the target audience.

Activity Status: For the latter part of 2024, WasteNet have utilised radio and digital media to highlight key issues and opportunities relating to waste management and minimisation. This has been actioned by coordinating radio advertisements with paid digital marketing within a geofenced area. Monthly themes for the latter part of 2024 were:

August 2024	Highlighting issue of food scraps and dirty food containers in recycling bins.
September 2024	Inviting applications to the WasteNet Community Waste Minimisation Fund.
October 2024	Highlighting soft plastic recycling scheme relaunch in Southland.
November 2024	Advising batteries should not be put into the red bin and should be taken to designated collection points.
December 2024	Reminder of good recycling practices, including having items clean, empty and with lids removed.

Between mid-August 2024 to mid—January 2025, the digital marketing campaign had a reach of 53,514, with 256 direct engagements.

Flytipping: Data Collation

There have not been any significant alterations to nor outcomes from the flytipping data collation programme of works further to the WasteNet Education and Communication Activity Update submitted to WAG in June 2024. WasteNet staff expect to provide an update on this workstream mid-2025.

Community Waste Minimisation Fund

Scope: The WasteNet Community Waste Minimisation Fund is advertised and distributed once per annum. The Fund is intended to support activities which achieve waste reduction and/or diversion. Further, the aim is to support initiatives that complement and enhance existing programmes, address gaps or create new opportunities. The total value of the contestable fund is currently \$50,000 per annum.

Activity Status: As detailed in the *WasteNet Community Waste Minimisation Fund Recipients F25* report presented to the Waste Advisory Group in November 2024, the available funds of \$50,000 were not fully allocated as a result of the October 2024 process. As endorsed by the Waste Advisory Group in November 2024, WasteNet staff are re-opening the fund from mid-February to 31 March 2025, for the residual amount of \$22,453. During this period, WasteNet staff will take a hands-on role in promoting the Fund and in supporting potential applicants to apply. The outcomes of this second round will be presented to the Waste Advisory Group in April 2024.

Bin Inspections Reintroduction Campaign

Scope: Bin inspections are intended to encourage positive behaviour change and minimise contamination in the recycling bins, thereby improving environmental outcomes and minimising costs incurred with disposing of contaminated recyclables. Reintroduction of bin inspections and a corresponding three-strike system has been endorsed for FY2024/25. To ensure that reintroduction of bin inspections is effective and sustainable, a staged programme has been developed which includes education and engagement as the initial phase. This element focusses on communicating with residents that bin inspections are to commence and also to provide residents with information around what materials can and cannot be recycled so as to encourage correct recycling.

Activity Status: The *Recycling Bin Inspections and Enforcement Programme Reintroduction Update* report, presented as a separate agenda item, provides an update on the workstreams associated with the Bin Inspections Reintroduction Campaign.

Business Waste Minimisation Education and Engagement Update

There have not been any significant alterations to nor outcomes from the Business Waste Minimisation Education and Engagement programme of works further to the WasteNet Education and Communication Activity Update submitted to WAG in September 2024.

Attachments

None

WASTENET KEY PERFORMANCE INDICATORS UPDATE

To:	Waste Advisory Group
Meeting Date:	Monday 17 February 2025
From:	WasteNet – Fiona Walker (Director)
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The purpose of this report is to present data on key performance indicators, including:

- Materials discarded rate,
- Waste volumes to landfill, and
- Diversion rate and recycling data.

This report provides an update in relation to WasteNet's waste performance for the first six months of the FY2024/25 year, being 1 July 2024 to 1 January 2025.

For the Southland Region, waste discarded through transfer stations to the landfill for the FY2024/25 year-to-date, as at 1 January 2025, totalled 17,509 tonnes. This is a 0.9% increase (164 tonnes) when compared to the same period of the FY2023/24 year. The volume of diverted material is consistent with historic trends, with a year-to-date average of 31%.

The average contamination rate of co-mingled recyclables collected via kerbside collection and public drop-off facilities is 17% for the FY2024/25 year-to-date.

Recommendations

That the Waste Advisory Group:

1. Receives the report "WasteNet Key Performance Indicators Update",
2. Note the clarification and calculation basis for the "Council Service Recycling Contamination" Key Performance Indicator, and
3. Notes the materials discarded, waste to landfill and diversion data and trends.

Background

The WasteNet Councils have a statutory obligation to promote effective and efficient waste minimisation and management within the Gore District Council (GDC), Invercargill City Council (ICC) and Southland District Council (SDC) areas under the Waste Minimisation Act 2008.

WasteNet is currently operating under the Joint Waste Management and Minimisation Plan (WMMP) 2020-2026. Southland's Waste Minimisation and Management Plan sets a target that by 1 July 2026 Southland will have maintained a materials discarded figure of 650kg per person, comprising 40% diverted materials.

Issues

Waste Volumes to Landfill

- The volume of waste discarded through transfer stations to the landfill for the FY2024/25 year-to-date, as at 1 January 2025, totalled 17,509 tonnes. This is 0.9% more (164 tonnes) than the same period of the FY2023/24 year, however 3% below the previous 5-year average for the comparable period.
- The total waste discarded to landfill, including that from Authorised Users, for the FY2024/25 year-to-date is 0.02% more (6 tonnes) than the comparable period in the FY2023/24.

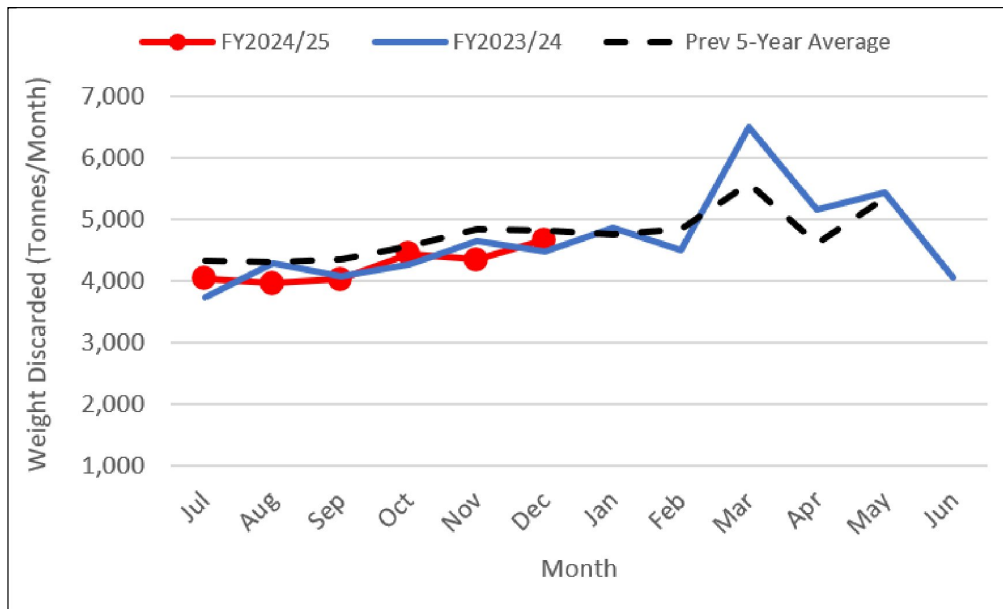


Figure 1: WasteNet Monthly Waste to Landfill (including Authorised Users) - FY2024/25 Year-to-Date

Diversion Rate and Recycling Data

During the first six months of the FY2024/25 year, a total volume of 7,720 tonnes has been diverted from landfill collectively by the three WasteNet Councils, equating to a diversion rate of 31% for the year. This percentage result mirrors that achieved for the comparable period of FY2023/24, however does not achieve the WMMP target of 40%.

In regards to recycling activities;

- For the FY2024/25 year-to-date, the total volume of co-mingled recyclable material processed from the ICC and SDC kerbside recycling collections and the public drop-off facility combined was 2,721 tonnes. This volume is 6% greater (144 tonnes) than the comparable period of the FY2023/24 year.
- For the FY2024/25 year to-date, the average contamination rate in co-mingled recyclables collected via ICC and SDC kerbside recycling collections and the public drop-off facility was 17%. This equates to 471 tonnes of contaminated material being sent to landfill. This contamination rate is comparable with the FY2023/24 year-end average contamination rate of 18%.

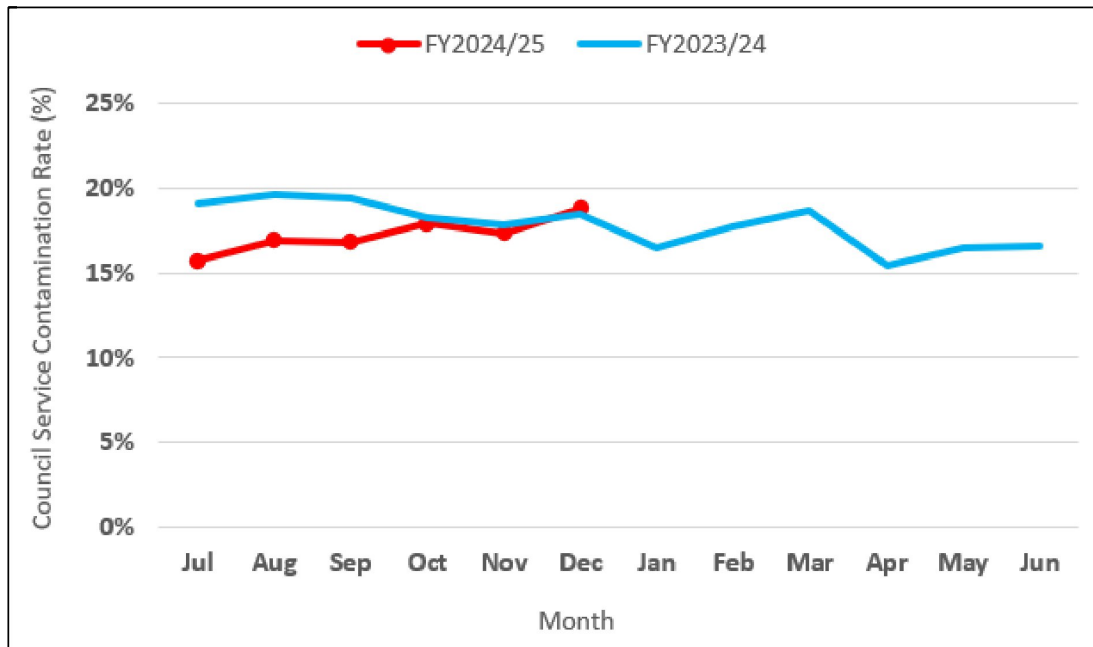


Figure 2: Council Provided Service Recyclables Contamination Rate (Percentage per Month) - FY2024/25 Year-to-Date

Waste Trends Analysis

Materials Discarded Rate and Waste Volumes to Landfill

The Materials Discarded Rate for FY2023/2024 breached the WMMP target of 650 kg per person by 112 kgs. For the first six months of FY2024/25, the materials discarded rate is 320kg/person, tracking 6% less than the comparable period of the FY2023/24 year. On the basis of the first six months of FY2024/25 it is expected that the FY2024/25 year-end result will breach the WMMP target.

There has however been a notable reduction in waste volumes generated across the region in recent periods when compared to historic averages, both kerbside volumes and that generated by Authorised Users. Monthly trends have continued to generally follow historic seasonal patterns. The absence of year-to-year change for this KPI may be attributed to economic conditions which have resulted in reduced consumer expenditure and consumption, and thus waste generation.

In relation to the volume of kerbside waste directed to landfill via WasteNet Councils as at the end of Quarter Two, this is comparable with the volume recorded for the same period of FY2023/24. These stagnant volumes are again attributed to economic conditions and corresponding waste generation, as described above, whereas the long-term average is a +3.5% increase per annum.

WasteNet continues to invest in marketing and education programmes to drive behaviour change around waste minimisation, however it is recognised that this will be a gradual process.

Diversion Rate and Recycling Data

The volume of co-mingled recycling material processed in the first six months of FY2024/25 is generally consistent with that recorded in recent years.

Contamination rates per month for Council provided services during FY2023/24 were within a range of 15% to 20%, with an annual average contamination rate of 18%. By comparison, contamination rates per month for the first six months of FY2024/25 were within a range of 16% to 19%, with an average rate of 17%. This performance will be monitored to determine the impact of recycling bin inspections, which were reintroduced in February 2025.

In relation to the contamination rate KPI, historically the reported Southland contamination rate has been calculated based on all product processed by Recycle South. This included commercial volumes. In order to more accurately represent activities of and performance of services offered by Invercargill City Council and Southland District Council, the Key Performance Indicator calculation has been revised to exclude commercial and out-of-region (Clutha District Council) volumes. This change has been applied for the entirety of the FY2024/25 year.

Attachments

None.

WASTENET HALF YEARLY FINANCIAL REPORT FY2024-25

To:	Waste Advisory Group
Meeting Date:	Monday 17 February 2025
From:	WasteNet – Fiona Walker (Director)
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The purpose of this report is to provide the Waste Advisory Group (WAG) with an update on WasteNet's financial performance for the first six months of the 2024/25 financial year, being 1 July 2024 to 1 January 2025.

Recommendations

That the Waste Advisory Group:

1. Receives the report "WasteNet Half Yearly Financial Report FY2024-25".

Background

The WasteNet Southland Joint Waste Management Agreement Clause 4.12.2 requires that the WAG are to:

Receive and approve financial monitoring reports as to the accounting between the WasteNet Councils in relation to the WasteNet Activities.

The following report outlines the draft financial performance and position of WasteNet for the first six months of the 2024/25 financial year, being 1 July 2024 to 1 January 2025. The information is still to be subject to standard year-end audit processes

Financial Report for Six-Month Period of 1 July 2024 to 1 January 2025

The following report outlines the draft financial performance and position of WasteNet for the first six months of the 2024/25 financial year, being 1 July 2024 to 1 January 2025.

WASTENET		
STATEMENT OF FINANCIAL PERFORMANCE		
For the 6 months ending 31 December 2024		
	2025	2024
	\$ 6 Mths	\$ Full Year
Income		
Contracts	10,135,445	20,794,655
Grants	(12,938)	56,250
Interest	36,976	64,428
Income Total	10,159,483	20,915,333
Expenditure		
Contracts	9,652,603	19,826,809
Operational	364,747	706,585
Expenditure Total	10,017,350	20,533,394
Surplus/(Deficit)	142,133	381,939
WASTENET		
STATEMENT OF FINANCIAL POSITION		
As at 31 December 2024		
	2025	2024
	\$ 6 Mths	\$ Full Year
Assets		
Funds held by ICC	1,621,599	1,028,437
Debtors	789,252	1,295,001
Accrued Revenue	1,791,866	1,586,329
Total assets	4,202,717	3,909,767
Liabilities		
Creditors	26,723	10,220
Accrued expenditure	1,739,020	1,602,008
GST Payable	40,968	43,667
Total liabilities	1,806,711	1,655,895
Equity		
Accumulated funds - Balance at 1 July	2,253,872	1,871,934
Total surplus for the year	142,133	381,939
Total equity	2,396,006	2,253,872
Total liabilities and equity	4,202,717	3,909,767

Commentary on the Financial Report for Six-Month Period of 1 July 2024 to 1 January 2025

Overall revenue and expenses are in line with the corresponding months of FY2023/24 when considering cost increases for the Government waste levy, AB Lime gate fee and WasteNet administration fee, as well as escalations for Contract 550 held by WasteCo Limited.

The Southland Regional Landfill has received comparable volumes for the first six months of FY2024/25 when compared to the same period of FY2023/24. This impacted the Contracts business component for both income and expenditure.

The surplus for the first six months of FY2024/25 year is \$142,133, with this result being most heavily influenced by stagnant waste volumes as previously described. Additionally, expenditure on Administration, Communication / Education and Strategy / Policy activities has been less than budgeted. This is largely due to vacancies within the WasteNet division, which meant that staff costs were less than forecast and activities have not been fully completed as originally scheduled, thereby incurring less cost.

The FY2023/24 income amount included \$56,250 received from the Ministry for the Environment as a Levy Grant for the purpose of the Regional Organics Feasibility Study. This amount was paid upfront in FY2023/24. As the full scope of works did not proceed, a portion was refunded as reflected under "Grants" in the above Statement.

Provisional equity in WasteNet now totals \$2,396,006 which is an increase of \$142,133 on the FY 2023/24 year-end position.

AGED DEBTOR PROCESS IMPROVEMENTS OVERVIEW

To:	Waste Advisory Group
Meeting Date:	Monday 18 November 2024
From:	WasteNet – Fiona Walker (Director)
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

The purpose of this report is to provide the Waste Advisory Group (WAG) with an overview of improvements made to processes to manage aged debtors recorded by WasteNet. This workstream has been undertaken to minimise financial risk to WasteNet and the respective councils, as well as to improve WasteNet's cashflow.

Recommendations

That the Waste Advisory Group:

1. Receives and notes the report "Aged Debtor Process Improvements Overview".

Background

Companies who intend upon depositing waste to the AB Lime landfill under the WasteNet Contract with AB Lime are required to enter into a written agreement with WasteNet, with the agreement being signed by both parties. This written agreement includes various conditions, including terms relating to payment timeframes, interest being chargeable on late payments, and revoking of access by WasteNet. These conditions have not been strictly enforced in recent times.

Companies may also direct waste to a Transfer Station, with charges being managed via an account function rather than on a cash basis for each event. Account agreements are held between the company and respective Council.

As part of the administrative function provided by Invercargill City Council (ICC) under the WasteNet Southland Joint Waste Management Agreement, ICC's Finance Department provides the services of the Financial Accounting Teams.

From 1 July 2023 WasteNet has been set up as a separate activity in ICC's accounting software, TechOne. This has included separating out WasteNet Debtors from ICC Debtors. Finance is now able to monitor WasteNet's financial position more effectively. This has highlighted the continued presence of aged debtors, with this continued position having implications for both cashflow management and financial risk.

On the basis of the above, a review of aged debtor management processes was undertaken by ICC Finance and WasteNet staff, with the aim of improving debtor management. The recommended actions were presented to staff representatives of each council for review and approval, with approval being received from each of the three WasteNet Councils.

Issues and Options

Analysis

Financial analysis identified that:

- WasteNet has high outgoings on the 20th of each month for its payments to AB Lime and WasteCo (Contract 550).
- Due to debtor payments being received after the 20th of the month, at times two months of outgoings need to be funded from cashflows before payment has been received.
- There are a number of recurring overdue debtors, including three which have not been adhering to the repayment arrangements set up on their accounts.

Options

1. Status Quo:

Aged debtor issues have not consistently been addressed and issues have instead been dealt with on an ad hoc and intermittent basis.

This option was not preferable due to the financial implications for WasteNet in relation to cashflow and risk.

2. Implementation of a Robust and Documented Process:

The process, presented in Appendix 1, has been designed to proactively and consistently manage overdue debtors. The process has been communicated in writing to all agreement holders prior to be implemented.

This approach was preferred as it improves WasteNet's cash position and minimises the need for future cash advances. It also minimises the financial risk profile of WasteNet by minimising the value of outstanding accounts at any one time.

Community Views

To mitigate the risk of negative feedback from account holders, written notice was given in advance to all authorised users of the intention to observe and enforce existing conditions. To-date, no adverse nor concerned responses have been received.

Legal Implications

On behalf of WasteNet, ICC's Manager - Governance and Legal reviewed and endorsed the process improvements prior to these being externally communicated and implemented.

Next Steps

ICC Finance and WasteNet staff will continue to implement and adhere to the documented and communicated process going forward.

Appendix 1 - Overview of Aged Debtor Process

Step 1: Account over 30 Days

- ICC Processing team to contact customer via phone and email to request payment.
- Resupply overdue invoice via email.

Step 2: Account over 60 Days

- WasteNet Contracts and Commercial Manager to contact customer via phone to confirm:
 - Payment required within 10 business days, and
 - Failure to receive payment will result in account-based access being revoked. Access will be granted on a cash-only basis.
- Letter sent to the account holder confirming payment expectations and implications should payment not be received.
- Copy of communication provided to Solid Waste contact for each of the three WasteNet Councils to ensure that a consistent approach will be taken in relation to transfer station access.

Step 3: Account over 60 Days

- WasteNet Contracts and Commercial Manager to contact customer via phone call to confirm:
 - Payment required within 5 business days, and
 - Failure to receive payment will result in the matter being referred to a debt collection agency.
- Letter provided to account holder confirming payment expectations and implications should payment not be received.
- Copy of communication provided to Solid Waste contact for each of the three WasteNet Councils for reference.

RECYCLING BIN INSPECTIONS AND ENFORCEMENT PROGRAMME REINTRODUCTION UPDATE

To: Waste Advisory Group

Meeting Date: Monday 17 February 2025

From: WasteNet – Fiona Walker (Director)

Open Agenda: Yes

Public Excluded Agenda: No

Purpose and Summary

The purpose of this report is to provide the Waste Advisory Group (WAG) with an update on the reintroduction of recycling bin inspections and the supporting enforcement programme.

Bin inspections are intended to encourage positive behaviour change and minimise contamination in the recycling bins, thereby improving environmental outcomes and minimising costs incurred with disposing of contaminated recyclables. The reintroduction of bin inspections was endorsed by the Waste Advisory Group in September 2024 and the activity was subsequently scheduled to commence in February 2025.

Recommendations

That the Waste Advisory Group:

1. Receive and note the report "Recycling Bin Inspections and Enforcement Programme Reintroduction Update", and
2. Endorse the recommendation to proceed with implementing a three-strike system from 31st March 2025.

Background

Between FY2019/20 and FY2022/23, the annual contamination rate in recycling material processed by Recycle South was 19-20%. During the 2023/24 year, 5,494 tonnes of product was collected via the kerbside recycling service and the public drop-off facilities. Of this, 17% was contaminated, resulting in 944 tonnes of product being redirected to the landfill. At the FY2023/24 Invercargill City Council Transfer Station general waste fee of \$359.75 per tonne, this equated to a cost of \$339,604.

There are also the non-monetary implications of having contaminated recycling, including making sorting and processing recycling more difficult and at times unpleasant or hazardous.

Historically, WasteNet staff undertook periodic bin inspections across Southland, with this occurring between 2012 – 2016. It is understood that this programme was ceased due to resourcing and changes in staffing. Since 2016, focus has been primarily on education, with no regular form of inspection or enforcement. Monitoring data collected indicates that the current approach of solely focussing on education is not effective in driving behaviour change and improving kerbside contamination rates.

Bin inspection programmes and supporting three-strike systems are exercised across New Zealand. Councils who utilise this approach include Dunedin City Council, Tauranga City Council and Auckland Council. It is also common for councils to implement such programmes when there are sustained or elevated issues with contamination rates or when there are changes to services (i.e. introduction of a new kerbside bin), with Christchurch City Council having used this approach to address elevated contamination rates in 2020 following COVID-19 and by various councils within the Waikato Region following the introduction of a new kerbside service in 2021.

Issues and Options

Activity Programme

For the programme to be accepted by and sustainable within communities, a staged introduction programme was proposed by WasteNet and endorsed by the Waste Advisory Group, being:

Stage I: Communication and Education (January - February 2025)

WasteNet has been running a thorough communication campaign since 6 January 2025. This education and communication element was purposefully initiated prior to starting any physical bin inspections. Communication channels have included radio advertising, social media, print media and the delivery of flyers to residents within the Southland District Council and Invercargill City Council areas that receive kerbside recycling collection services.

The intention of this stage was to communicate to residents that bin inspections were recommencing and also to provide residents with information around what materials can and cannot be recycled so as to encourage correct recycling.

Stage II: Bin Inspections and Education (10 February – 31 March 2025)

Bin inspections commenced on 10th February 2025, with bins either receiving a green (correct recycling), orange (low level contamination) or red tag (significant contamination).

To support a staged introduction, bins have been inspected without enforcing the three-strike system initially. Rather, as bin inspectors have identified issues and/or opportunities to improve recycling, educational information has been provided to the household to encourage correct recycling. In the event that a bin has received a red tag during this phase (i.e. unacceptable contamination present), the bin has not been emptied on that collection day however has not been removed from the property.

During this phase, the communication campaign has been on-going to ensure that the community is aware of the bin inspections programme.

Stage III: Implementation of the Three-Strike System (proposed 31 March 2025 onwards)

The final stage of the reintroduction programme is to apply a three-strike system, which is planned to come into effect from 31 March 2025. During this phase, a property which receives three red tags in any one calendar year will have their recycling bin removed and the service will be suspended until the resident signs and returns a Reinstatement Agreement Form to reactivate the service.

It is of note that it will be approximately nine weeks from the launch of programme to when a resident could potentially have their bin taken away due to the time it will take bin inspectors to cover all of the Invercargill City Council and Southland District Council collection routes.

The abovementioned communication campaign material has been tailored for this phase, in order to proactively and comprehensively communicate the three strike system.

Health and Safety Management

Provision was included in the FY2024/25 budget for engaging an external contractor to undertake bin inspections. This is the preferred approach rather than employing a dedicated internal resource as there are efficiencies from having the inspector working directly with and under the remit of the collection contractor, with this model also ensuring continuity of service. On this basis, WasteCo, being the service provider who holds the kerbside collection and transfer station management contract with WasteNet, was engaged to deliver bin inspections in FY2024/25. The scope of works includes:

- A vehicle provided for the bin inspector's transport
- Appropriate PPE for the role
- Annual leave days are covered for additional labour to continue the inspections
- Pricing based on an 8-hour day of inspections

WasteCo are responsible for training and supervising their staff to ensure the required standard of service is delivered.

In relation to health and safety management, WasteCo have completed and provided a risk assessment for this activity, which has been provided to WasteNet. WasteNet has also supported health and safety planning and management, including seeking and applying learnings from other councils that have recently introduced bin inspections. Such learnings have included the response to and management of confrontation when conducting bin inspections.

Further to this, bin inspectors are to wear body cameras when undertaking bin inspections, as well as being in a clearly sign-marked car and in uniform. As a further safety precaution, bin inspectors are working in tandem during the reintroduction phase. This arrangement is in place until 1 July 2025, after which the approach will be reassessed based on risk profile, public feedback and contractor feedback.

Next Steps

WasteNet staff will continue to advance bin inspections and, subject to endorsement by the Waste Advisory Group, the supporting enforcement programme.

A further update will be provided to the Waste Advisory Group at the April 2025 Waste Advisory Group meeting. This will include details such as the number of bins inspected, and the ratio of green, orange and red tags.

REGIONAL SOLID WASTE BYLAW DEVELOPMENT DRIVERS

To:	Waste Advisory Group
Meeting Date:	Monday 17 February 2025
From:	WasteNet – Fiona Walker (Director)
Open Agenda:	Yes
Public Excluded Agenda:	No

Purpose and Summary

Development and implementation of a solid waste bylaw is provided for by Section 146 of the Local Government Act 2002 (LGA). In alignment with LGA Section 145, solid waste bylaws are primarily intended to protect the public from nuisance, and for protecting, promoting, and maintaining public health and safety. LGA Section 155 stipulates that a local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem.

Development of a regional solid waste bylaw has been nominated as a priority workstream for WasteNet in FY2024/25. It is understood that the WasteNet workstream would be to develop a bylaw template for the WasteNet Councils, being Gore District Council, Invercargill City Council and Southland District Council, so as to support regional cohesion and consistency. The solid waste bylaw template would then be utilised by each individual council, with minor amendments only.

The purpose of this paper is to fulfil Section 155 and in particular to define the drivers for a solid waste bylaw and to verify that a bylaw is the most appropriate way of addressing the perceived problem(s).

Recommendations

That the Waste Advisory Group:

1. Receives the "Regional Solid Waste Bylaw Development Drivers" report, and
2. Either:
 - (a) Direct WasteNet staff to initiate the bylaw development process, on the basis of the following problem areas being addressed through the development and implementation of a solid waste bylaw, being:
 - I. The promotion and delivery of effective and efficient waste management and minimisation, and/or
 - II. The implementation of the regional Southland Waste Management and Minimisation Plan, and/or
 - III. To support the purpose of the Waste Minimisation Act 2008, and/or
 - IV. The regulation of the collection, transport, and processing of waste, and/or
 - V. The protection of the health and safety of waste collectors, waste operators and the public, and/or
 - VI. The management of litter and nuisance in public places, and/or
 - VII. Other specific matters, being _____.

or

- (b) Direct WasteNet staff to draft a policy which presents the standards for and acceptable use of council-provided waste collection and management services.

Background

Regulatory Considerations

In relation to the development and implementation of a solid waste bylaw, the following legislation applies and stipulates:

The Local Government Act 2002 Section 146 specifies;

A territorial authority may make bylaws for its district for 1 or more of the following purposes:

- (a) protecting the public from nuisance;*
- (b) protecting, promoting, and maintaining public health and safety;*
- (c) minimising the potential for offensive behaviour in public places.*

The Waste Minimisation Act 2008 Section 56 (1) specifies;

A territorial authority may make bylaws for 1 or more of the following purposes:

- (a) prohibiting or regulating the deposit of waste;*
- (b) regulating the collection and transportation of waste;*
- (c) regulating the manner of disposal of dead animals, including their short-term storage pending disposal;*
- (d) prescribing charges to be paid for use of waste management and minimisation facilities provided, owned, or operated by the territorial authority;*
- (e) prohibiting, restricting, or controlling access to waste management and minimisation facilities provided, owned, or operated by the territorial authority;*
- (f) prohibiting the removal of waste intended for recycling from receptacles provided by the territorial authority by anyone other than—*
 - (i) the occupier of the property from which the waste in the receptacle has come; or*
 - (ii) a person authorised by the territorial authority to remove the waste.*

The Litter Act 1979 Section 12 specifies;

- (1) Every public authority, whether alone or acting jointly for the purposes of this Act with another public authority or public authorities, may from time to time make such bylaws as it thinks fit to give effect to the provisions of this Act.*
- (2) Section 161A of the Local Government Act 2002 applies to all bylaws made under this section as if they were made by a local authority.*

The Health Act 1956 Section 29 includes provisions for the management of nuisance effects, including the accumulation and management of materials/waste where it may be offensive or injurious to health.

Status of Current Bylaws in Southland

Gore District Council maintains a current solid waste bylaw, with this adopted on 30 June 2020. Neither Invercargill City Council nor Southland District Council hold a current solid waste bylaw, with respective bylaws having now lapsed.

Aside from minor amendments made to the Gore District Council solid waste bylaw during readoption in 2020, each of the WasteNet Councils' solid waste bylaws were last drafted in

2008. The 2008 solid waste bylaws were primarily administrative documents which guided the following key matters:

- Household refuse and recycling collection service overview;
- Use and care of council-owned mobile bins, including placement for collection, grounds for the refusal of collection, and procedures associated with non-collection;
- Materials prohibited in refuse and recycling bins;
- Accumulation and storage of household refuse;
- Ownership of the waste stream;
- Control of council-owned refuse disposal sites, including recyclables on refuse sites;
- Management of street litter bins;
- Fees and charges; and
- Offences and breaches.

It is recognised that there have been substantial changes in waste minimisation and management since the last solid waste bylaws were drafted in 2008. As such, it is timely to define the drivers for a bylaw and to confirm that a bylaw is the most appropriate way of addressing the perceived problem.

Of note is that while GDC hold a current solid waste bylaw, this bylaw has not been used for enforcement purposes in recent times.

Issues and Options

As detailed above, LGA Section 155 stipulates that a local authority must, before commencing the process for making a bylaw, determine whether a bylaw is the most appropriate way of addressing the perceived problem. The following outlines key perceived problems and the various options for responding to these problems.

Consideration should also be given to how the councils intend to use a solid waste bylaw and if to be used for enforcement purposes, then if resourcing is available for such actions.

Issues and Options for the Management of Littering and the Accumulation of Nuisance Litter Material

Both littering and the accumulation of refuse on private land have the potential to become a health hazard and/or a public nuisance. The Litter Act 1979 (Litter Act) includes provisions for enforcement actions which may be taken by Officers appointed by a public authority in response to littering and the accumulation of nuisance litter material on public and private land. Similarly, the Health Act 1956 includes penalties and provisions for nuisances, including the accumulation of material.

It is understood that Gore District Council, Invercargill City Council and Southland District Council have respectively invoked the enforcement provisions of the Litter Act on occasion. Further, Invercargill City Council adopted an Environmental Health Bylaw in 2024, which includes provisions for the management and control of untidy properties and disused materials.

Due scope of the Litter Act and the councils' use of these provisions, it is not considered that management of litter nor management of nuisance refuse material is a key problem to be addressed by the development and implementation of a solid waste bylaw.

Issues and Options for the Management of Council-Provided Waste Collection and Management Services

Most commonly, solid waste bylaws set out rules in regards to the council-provided waste collection and management services, including:

- use of approved containers only,
- correct protocols for the presentation of mobile bins for collection,
- materials allowed to be disposed of through the public refuse and recycling collection systems,
- grounds and procedures for non-collection, and
- provisions for the storage and collection of refuse material from multi-unit developments.

These rules are considered to be necessary in order to protect the health and safety of staff and contractors, as well as to achieve desired environmental outcomes. Furthermore, having this information set out for the public encourages the correct use of council-provided waste collection and management services, thereby streamlining operations and minimising costs.

An alternative approach to achieving the above would be for each council to have a policy which contains the standards for its refuse collection system and services. Such a policy would ideally be supported by educational information on acceptable materials and on the correct use of council-provided waste collection and management services.

Whilst the former is not in place, educational material is readily available at present through WasteNet and each individual council. It is however recognised that education alone is not successful for achieving target outcomes, as is demonstrated monitoring data confirming relatively high levels of contamination in kerbside recycling bins. As such, it is considered that either the development of a policy or the development of a solid waste bylaw to achieve these outcomes would be beneficial in this instance.

Issues and Options for Recycling Bin Inspections

Recycling bin inspections are intended to encourage positive behaviour change and minimise contamination in the recycling bins, thereby improving environmental outcomes and minimising costs incurred with disposing of contaminated recyclables. WasteNet are in the process of reimplementing recycling bin inspections and a corresponding three-strike system as a response to continued high levels of contamination. This programme extends to the Invercargill City Council and Southland District Council areas only at present given the focus on co-mingled recycling materials.

Preston Russell Law provided a legal opinion in 2014 which confirmed that a bin inspection programme and three-strike policy could be implemented without a bylaw, provided that;

- If a red bin for general waste is provided by Council during a period of suspension of the yellow bin, ratepayers will be able to put their recycling into the red bin. Consequently Council will continue to meet its obligations to collect waste promptly, efficiently and at regular intervals under the Waste Management Act and can restrict the Service.
- A bylaw is not required where the enforcement of a breach does not require the bringing of proceedings in the High Court. Accordingly as Council can control whose bins are emptied through instruction to Council's contractor for the Service, Council is able to set a policy which will withhold the Service from a ratepayer without requiring a specific bylaw.

Law firm Meredith Connell was engaged in 2024 to review the above and have confirmed the legal opinion is still accurate.

Whilst not strictly required, a solid waste bylaw which contains provisions to support bin inspections and a three strike system is advantageous in that a bylaw provides regulatory backing and facilitates public engagement. This outcome may also be achieved through

development of a policy or user agreement for those who are eligible for and/or receive council-provided refuse and recycling services.

Issues and Options for the Regulation of Waste Service Providers

Regulation of waste service operators enables councils to collect information about the types of waste being disposed of. This information assists with implementing the requirements of the Waste Minimisation Act 2008, particularly by having data to inform the development and review of future Waste Management and Minimisation Plans. Regulation also assists with managing operators' practices to minimise potential nuisance effects, for example collection times and controls over the storage and transportation of refuse material.

When considering if this is a problem best addressed by the development of a solid waste bylaw, it is important to note that WasteNet has a comparatively high level of oversight on the types and quantities of waste being generated and disposed of due to the provisions of the current service agreement between WasteNet and AB Lime, as well as records obtained from the respectively owned council transfer stations. The service contract with AB Lime requires that any entity which generates waste within the Southland Region, applies for a permit from WasteNet for the disposal of the waste to AB Lime's landfill. However, there are landfills within the Southland Region which receive relatively substantial volumes, such as the SJ Timpany Landfill, and who are not required to report waste disposal data to WasteNet. Nor does WasteNet have visibility on waste volumes and materials received by AB Lime where these materials are generated outside of the region.

An issue with regulating waste service providers is that this may be considered as introducing unnecessary costs and as being overly cumbersome. As such, this consideration should be balanced against possible outcomes when determining if this issue is appropriately addressed through the creation of a solid waste bylaw.

Issues and Options for Achieving Waste Management and Minimisation Plan Outcomes and Relevant Legislative Requirements

Solid waste bylaws are also a mechanism to support the promotion and delivery of effective and efficient waste management and minimisation, as required under the Waste Minimisation Act 2008. This may include detail to support the execution of a council's Waste Management and Minimisation Plan (WMMP). Examples include:

- Event management plans: to deal with event litter and ensure waste streams are properly segregated, collected and disposed of where this is identified as a priority waste stream for a district/region.
- Construction management plans: to deal with construction and demolition waste where this is identified as a priority waste stream for a district/region.
- Multi-unit development plans: to ensure waste streams from multi-unit developments and occupancies are suitably planned for and waste is able to be segregated, store and collected. This is commonly included in solid waste bylaws where such developments are common or are increasing.

It is of note that the joint Southland WMMP is currently under review and is due to be revised in 2025. A revised WMMP may contain action items for which a bylaw is the most appropriate way of addressing the perceived problem, however as this process is in the early stages only there is not visibility on what these issues may be.

It is also important to consider what existing tools are available to councils which may be able to be utilised in lieu of a solid waste bylaw. Such examples include Reserve Parks Management Plans for the purposes of managing event waste.

Issues and Options for Resourcing and Funding

Due to the legislative requirements associated with developing, consulting on and adopting a solid waste bylaw, suitable budgetary and resourcing provisions are required. This is particularly important given that a regional approach will be taken.

At present, WasteNet has \$30,000 allocated in the FY2024/25 budget to support this workstream. Depending on the approach to be taken, it is expected that this will be the minimum amount required, with costs for workshops, drafting, consultation and adoption expected to be within a range of \$30,000 - \$60,000.

Next Steps

Upon direction from the Waste Advisory Group, WasteNet staff will proceed with initiating the bylaw development process or alternatively will support review of existing documents and/or development of a policy to capture solid waste management considerations where appropriate.

Attachments

None.