



PALMERSTON NORTH CITY COUNCIL

AGENDA
PLANNING & STRATEGY
COMMITTEE

9AM, WEDNESDAY 10 MARCH 2021
COUNCIL CHAMBER, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING
32 THE SQUARE, PALMERSTON NORTH



MEMBERSHIP

Aleisha Rutherford (Chairperson)
Patrick Handcock ONZM (Deputy Chairperson)
Grant Smith (The Mayor)

Brent Barrett	Leonie Hapeta
Rachel Bowen	Lorna Johnson
Zulfiqar Butt	Billy Meehan
Renee Dingwall	Bruno Petrenas

Agenda items, if not attached, can be viewed at:

pncc.govt.nz | Civic Administration Building, 32 The Square
City Library | Ashhurst Community Library | Linton Library

Heather Shotter
Chief Executive, Palmerston North City Council

Palmerston North City Council

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PLANNING & STRATEGY COMMITTEE MEETING

10 March 2021

ORDER OF BUSINESS

1. Apologies

2. Notification of Additional Items

Pursuant to Sections 46A(7) and 46A(7A) of the Local Government Official Information and Meetings Act 1987, to receive the Chairperson's explanation that specified item(s), which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded, will be discussed.

Any additions in accordance with Section 46A(7) must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

Any additions in accordance with Section 46A(7A) may be received or referred to a subsequent meeting for further discussion. No resolution, decision or recommendation can be made in respect of a minor item.

3. Declarations of Interest (if any)

Members are reminded of their duty to give a general notice of any interest of items to be considered on this agenda and the need to declare these interests.

4. Public Comment

To receive comments from members of the public on matters specified on this Agenda or, if time permits, on other Committee matters.

(NOTE: If the Committee wishes to consider or discuss any issue raised that is not specified on the Agenda, other than to receive the comment made or refer it to the Chief Executive, then a resolution will need to be made in accordance with clause 2 above.)

5. Confirmation of Minutes

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“That the minutes of the Planning & Strategy Committee meeting of 9 December 2020 Part I Public be confirmed as a true and correct record.”

6. Recycling - Waste Management and Minimisation Bylaw 2016 Administration Manual - Analysis of Submissions and Recommendation

Page 11

Memorandum, presented by Mike Monaghan, Water and Waste Operations Manager.

7. Turitea Reserve Management Plan Review

Page 155

Memorandum, presented by Robert van Bentum, Manager - Transport and Infrastructure.

8. Kahuterawa Outdoor Recreation Plan Review

Page 181

Report, presented by Kathy Dever-Tod, Manager - Parks and Reserves.

9. Review of Significance and Engagement Policy

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Memorandum, presented by Andrew Boyle, Head of Community Planning.

10. Committee Work Schedule

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11. Exclusion of Public

To be moved:

“That the public be excluded from the following parts of the proceedings of this meeting listed in the table below.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered		Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing this resolution

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

Also that the persons listed below be permitted to remain after the public has been excluded for the reasons stated.

[Add Third Parties], because of their knowledge and ability to assist the meeting in speaking to their report/s [or other matters as specified] and answering questions, noting that such person/s will be present at the meeting only for the items that relate to their respective report/s [or matters as specified].

PALMERSTON NORTH CITY COUNCIL

Minutes of the Planning & Strategy Committee Meeting Part I Public, held in the Council Chamber, First Floor, Civic Administration Building, 32 The Square, Palmerston North on 09 December 2020, commencing at 9.01am

Members Present:	Councillor Aleisha Rutherford (in the Chair), The Mayor (Grant Smith) and Councillors Brent Barrett, Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan and Bruno Petrenas.
Non Members:	Councillors Susan Baty, Vaughan Dennison, Lew Findlay QSM and Karen Naylor.
Apologies:	Councillor Rachel Bowen (early departure).

Councillor Rachel Bowen left the meeting at 12.03pm during consideration of clause 51. She was not present for clauses 51 to 53 inclusive.

Councillor Aleisha Rutherford declared an interest in clause 52 and left the table during consideration of clause 52.

The meeting adjourned at 9.01am.

The meeting resumed at 11.10am.

49-20 Confirmation of Minutes

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The COMMITTEE RESOLVED

1. That the minutes of the extraordinary Planning & Strategy Committee meeting of 3 November 2020 Part I Public be confirmed as a true and correct record.

Clause 49-20 above was carried 14 votes to 0, with 1 abstention, the voting being as follows:

For:

Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor and Bruno Petrenas.

Abstained:

The Mayor (Grant Smith).

50-20 Whenua reserve proposal

Memorandum, presented by Todd Taiepa, Principal Maori Advisor.

Moved Aleisha Rutherford, seconded Leonie Hapeta.

The **COMMITTEE RESOLVED**

1. That the Chief Executive continue to update Council with the progress of the health sector in identifying and responding to the aspirations of whānau in regard to managing their whenua.

Clause 50-20 above was carried 15 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Rachel Bowen, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor and Bruno Petrenas.

51-20

Draft Speed Limits Bylaw - deliberations on submissions

Memorandum, presented by Peter Ridge, Senior Policy Analyst.

Councillor Rachel Bowen left the meeting at 11.20am.

Moved Aleisha Rutherford, seconded Lorna Johnson.

The **COMMITTEE RECOMMENDS**

1. That the Palmerston North Speed Limits Bylaw 2020, included as attachment one to this memorandum, is adopted.
2. That the Palmerston North Speed Limits Bylaw 2013 is revoked when the Palmerston North Speed Limits Bylaw 2020 comes into effect.

Clause 51-20 above was carried 13 votes to 0, with 1 abstention, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Lorna Johnson, Billy Meehan, Karen Naylor and Bruno Petrenas.

Abstained:

Councillor Leonie Hapeta.

Note:

Councillor Aleisha Rutherford stood down as Chair and Councillor Patrick Handcock ONZM took over as Chair for clause 52.

52-20

Deliberations - Proposed Auahi Kore Smokefree and Vapefree Policy 2020

Memorandum, presented by Julie Macdonald, Strategy and Policy Manager, and Lili Kato, Policy Analyst.

Moved Patrick Handcock ONZM, seconded Leonie Hapeta.

The **COMMITTEE RECOMMENDS**

1. That the Auahi Kore Smokefree and Vapefree Policy 2020, included as attachment 1 to this memorandum, is adopted.
2. That the Smokefree Outdoor Areas Policy 2013 is revoked.
3. That the Mayor and Deputy Mayor be given delegated authority to make

minor corrections to the proposed policy.

Clause 52-20 above was carried 13 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor and Bruno Petrenas.

Notes:

Councillor Aleisha Rutherford declared a conflict of interest and withdrew from discussion and voting on clause 52-20 above.

Councillor Aleisha Rutherford resumed as Chair at the conclusion of clause 52-20.

53-20 Committee Work Schedule

Moved Aleisha Rutherford, seconded Patrick Handcock ONZM.

The **COMMITTEE RESOLVED**

1. That the Planning & Strategy Committee receive its Work Schedule dated December 2020.

Clause 53-20 above was carried 14 votes to 0, the voting being as follows:

For:

The Mayor (Grant Smith) and Councillors Aleisha Rutherford, Brent Barrett, Susan Baty, Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta, Lorna Johnson, Billy Meehan, Karen Naylor and Bruno Petrenas.

The meeting finished at 12.19pm

Confirmed 10 March 2021

Chairperson

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 10 March 2021

TITLE: Recycling - Waste Management and Minimisation Bylaw 2016 Administration Manual - Analysis of Submissions and Recommendation

PRESENTED BY: Mike Monaghan, Water and Waste Operations Manager

APPROVED BY: Sheryl Bryant, Acting Chief Infrastructure Officer

RECOMMENDATION(S) TO COUNCIL

1. That the Palmerston North Waste Management and Minimisation Bylaw 2016 Administration Manual is amended to reduce the range of materials accepted for recycling, as shown in Attachment 3 to the report titled 'Recycling – Waste Management and Minimisation Bylaw 2016 Administration Manual - Analysis of Submissions and Recommendation', presented to the Planning & Strategy Committee on 10 March 2021.
2. That the amendment to the Palmerston North Waste Management and Minimisation Bylaw 2016 Administration Manual, as shown in Attachment 3, come into effect on 17 May 2021.

1. ISSUE

- 1.1 Council is proposing to reduce the range of materials accepted for recycling. Consultation took place between 27 November 2020 and 8 January 2021. There were 82 written submissions received, as well as extensive engagement through social media posts.
- 1.2 This memorandum provides analysis of the comments received from the submitters; a detailed analysis is contained in attachment one.
- 1.3 A full copy of the submissions received have been included in this report, see attachment two.
- 1.4 This memorandum recommends that the Council proceed with the changes to reduce the range of materials accepted for recycling. This change requires Council to amend the Waste Management and Minimisation Bylaw 2016 Administration

Manual. Attachment three includes a marked-up copy of the Administration Manual showing the recommended changes.

- 1.5 The recommended commencement date for the changes is 17 May 2021.

2. BACKGROUND

- 2.1 A report was presented to the Council meeting of 25 November 2020, outlining issues with finding suitable markets to recycle plastic grades 3, 4, 6 and 7. These plastics, baled as mixed grade plastics, have traditionally been sent offshore for recycling. Mixed grades plastics are now subject to additional restrictions and costs under the Basel Convention which became effective 1 January 2021. There are also increasing signals from Central Government that some of these grades of plastics may be phased out for single use packaging.

- 2.2 Council resolved at the 25 November 2020 Council Meeting:

To agree in principle to reduce the range of plastics accepted for recycling in Palmerston North to plastics PET ("1"), HDPE ("2") and PP ("5") subject to undertaking consultation with the community on this change.

- 2.3 Consultation commenced on the 27 November 2020 and closed on Friday 8 January 2021, although any submissions or feedback received up to the 11 January 2021 was considered in the analysis for this memorandum. A summary of the consultation process is included in section 3, together with key themes and comments made by submitters.

3. SUMMARY OF CONSULTATION

Outline of process

- 3.1 The consultation process focused on providing clear information to the community about the issue, the limited options available to Council, and outlining the impact of the proposed changes. The information was made available on a dedicated page on the Council's website and promoted through social media posts on Facebook. Supporting this approach, a media release was circulated, followed by a campaign of radio, social media, and newspaper advertising. Letters were also sent directly to commercial recycling customers to advise them of the proposed changes, and to invite their feedback.
- 3.2 The supporting information included details about what different plastic numbers mean, what type of plastics they are, and what common household items are made of them. An online form provided people with an easy way to provide their feedback.

Extent of Engagement

- 3.3 Statistics from Council's website show that 1,257 people visited the consultation page a total of 1,363 times during the period 27 November 2020 through to 11 January 2021, spending an average time on the page of just under 4 minutes. Eighty-two written submissions were received through the online form.
- 3.4 Facebook was the most popular social media platform that followers provided feedback on. There was interest in providing feedback to this consultation. There were almost 13,000 engagements from the posts. Engagement refers to whenever a user likes, shares, comments, clicks, etc. on a post. Common themes that emerged which followers of the posts were primarily interested in:
- Getting Local/Central Government to put more pressure on manufacturers to use more environmentally friendly packaging.
 - For Council to build a facility that would process these plastics.

Quotes from some of the comments received on social media are:

'I think one solution is for councils to band together and work with manufacturers for better, more biodegradable packaging. You'll find that many individuals contact manufacturers already about this, but positive action will only come when we all make a stand. And that means councils too'.

'How about we built a facility to recycle all these in NZ – if only we had a centrally located place next to a main rail line that could act as a national hub'.

'1. Remove plastics that can't be recycled from NZ supply chain 2. Actually develop recycling facilities here'.

'If no one overseas is recycling them then make the switch... or build the facilities to recycle it ourselves.....'.

'Perhaps it's time to force producers to take their own packaging back and safely dispose of it if can't be recycled, at their own cost. This strategy has been shown to work to force companies to both reduce packaging and make environmentally safely degradable packaging like replacing Styrofoam with cardboard'.

Key Themes

- 3.5 Similar themes emerged in both written submissions and the comments made on social media. A majority expressed support for taking a longer-term or more sustainable approach to recycling generally, including banning outright the use of some plastics for packaging, or advocating to Central Government for such bans or restrictions on the use of plastics that could not be easily recycled in New Zealand. A

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variation on this theme was support for doing more to recycle plastics locally or nationally, by building facilities to recycle/process/repurpose plastics that are not able to be recycled currently. Submitters pointed to the benefits of such longer-term approaches – investing locally in technology, creating jobs, and focussing on a more circular economy for plastics. Several submitters suggested working regionally with other local authorities or advocating to central government to support or directly invest in such facilities. The unifying theme of these views is working more actively across local and central government to minimise the amount of recyclable material that would be sent to landfill – either by preventing its creation in the first instance (i.e. ban its use) or by processing and repurposing the material at the local level.

- 3.6 Many submitters identified existing businesses or facilities (such as Future Post) that could recycle plastics into other products, suggesting that Council could sell (or donate) these hard-to-recycle plastics to be repurposed into other products. Some submitters also suggested there were safe incineration opportunities (waste to energy) or pyrolysis (plastic to oil) that the Council should explore. The key theme here is that there are existing opportunities that the Council had either not explored or had ruled out and should reconsider.
- 3.7 Other themes arising from submissions included:
 - Improving information/labelling – the information given to the community should be made clearer to make it easier to identify what can be recycled.
 - Requiring manufacturers to take responsibility for their packaging (e.g. product stewardship schemes).
 - Continue with the status quo and continue to collect and stockpile (or landfill if necessary) these plastics until alternatives or new markets can be found.
- 3.8 A more detailed summary of the themes identified in submissions is included in attachment one.

4. ANALYSIS OF SUBMISSIONS

- 4.1 The solutions suggested by submitters can be broadly grouped into two categories. The first are longer-term approaches or requiring action by Central Government. The second are short-term approaches that involve re-considering avenues that the Council has already explored.
- 4.2 In the first category, submitters suggested a number of specific ideas for addressing the issue of how to deal with these hard-to-recycle plastics, including banning the use of these plastics by manufacturers or imposing a planned phase-out, encouraging manufacturers to use plastics that can be recycled in New Zealand, or imposing product stewardship schemes.
- 4.3 All these approaches are beyond the scope of Council's power to implement. However, Central Government does have power to take action, and the Ministry for

the Environment (MfE) has signalled that it is working on these approaches. Council officers will continue to advocate to MfE in support of these approaches, as a long-term approach to the problem of plastics that cannot easily be recycled in New Zealand.

- 4.4 Several submitters also urged the Council to build (either locally or regionally with the support of other local authorities) facilities that could recycle the plastics that cannot easily be recycled in New Zealand. Some examples included pyrolysis (converting plastics to oil) and waste to energy facilities (incineration). These types of facilities could bring economic benefits in terms of local investment and jobs, and environmental benefits in terms of diverting these plastics from landfill. However, it is not an approach that can be taken in the short-term and would require investment in capital infrastructure from the Council, and possibly applying for funding from Central Government to support the project. Council could choose to explore such a solution but still needs to decide on how to manage the current stockpile of plastics, and whether to continue collecting plastics in the recycling service in the interim, while investigating these options.
- 4.5 In the second category, many submitters urged the Council to continue to collect these plastics in the hope that a market could be found. They argued that choosing to landfill plastics now would make it harder to resume accepting them later if a new market or use for these plastics was found. Some suggested that Council could find better ways to store collected plastics in the interim, such as chipping plastics to save space. However, officers have been working to identify appropriate markets for the plastics being collected, or the changing international economic and regulatory environment which makes new markets unlikely to emerge. The cost of new equipment (e.g. a chipper machine) to make storage of plastics more economical would be high, with little prospect of an economic return given the low probability of finding a market for these plastics.
- 4.6 Some submitters believed there are already existing businesses that would accept plastics for repurposing, such as Future Post or Second Life Plastics.
 - 4.6.1 Future Post accepts the HDPE (#2), LDPE (#4) – including plastic bags, PP (#5), PS (#6) and Other (#7) in their process. This option had previously been investigated and, at that time, Future Post were only accepting HDPE (#2) and plastics bags LDPE (#4). HDPE (#2) and PP (#5) are not subject to this proposal, as Council already has a secure market for these grades of plastics. We have reviewed this as an option (which is discussed in further detail in appendix one), due to likely increase in costs to sort, transport and process these grades of plastics, and that this option is not suitable for all grades affected by this proposal, we do not believe this option is viable.
 - 4.6.2 Second Life Plastics accept soft plastics LDPE (“4”), HDPE (“2”), and small amounts of PP (“5”) and soft PVC (“3”). HDPE (“2”) and PP (“5”) are not subject to this proposal,

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as Council already has a secure market for these grades of plastics. Soft plastics (both LDPE and PVC) are not accepted into the recycling service at present; therefore, Second Life Plastics is also not an option for processing the mixed grades plastics identified in this proposal.

- 4.6.3 It is also important to note that recent signals from government supports Council in reducing the range of plastics to “1”, “2” and “5”:
- Recommendations for Standardisation of Kerbside collections in Aotearoa – which recommends the standardisation of materials collected for recycling to PET (“1”), HDPE (“2”) and PP (“5”)
 - Recent government consultation - “Reducing the impact of plastic on our environment – moving away from hard -to-recycle and single use items”
 - Rethinking Plastics in Aotearoa New Zealand Report December 2019
- 4.7 Finally, submitters made suggestions that information on what could be recycled could be improved. These suggestions appear to apply regardless of the approach taken. Some submitters argued for clearer identifying information on packaging, however this is beyond the power of the Council to impose. Council can advocate to Central Government to improve the identifying information on packaging but is unable to impose any changes unilaterally. MfE has signalled this is also being worked on. Council does have the ability to develop improved education material to support the community to recycle the correct items. This was an identified action in the initial proposal, and work is already underway to provide comprehensive education material to support recycling efforts in the future.
- 4.8 Consequently, Officers recommend that the proposed changes to the plastics accepted for recycling are confirmed. In the short term it will address the existing stockpile and the health and safety issues that have arisen and will limit the amount of plastics required to be sorted and sent to landfill.
- 4.9 Officers will also continue to work with Central Government on this issue, and advocate for more sustainable long-term solutions including banning or phasing out the use of these plastics, and improved packaging labelling.
- 4.10 Should the Council wish to direct Officers to work on other approaches simultaneous with the recommended approach, there would need to be a provision of appropriate funding through the 10 Year Plan. Other approaches, as suggested by submitters, could include a feasibility study into the use of pyrolysis, waste to energy converters, or building a local recycling facility for hard-to-recycle plastics.

5. NEXT STEPS

- 5.1 If the Committee recommends to the Council that the Administration Manual be amended to reflect the reduction in range of materials accepted for recycling, Council will commence the community engagement strategy outlined in section 6 below to inform the community of the changes, when they will commence and how the changes affect what they can and cannot recycle. It is recommended that the commencement date for the changes is Monday 17 May 2021.

6. COMMUNITY ENGAGEMENT STRATEGY

- 6.1 Officers will develop a campaign to engage with the community about the change to the range of materials accepted into the recycling service. A budget of \$10,000 has been allocated and can be met within current budgets. There will be an emphasis on improving the level of information provided to the community and building an enduring platform around recycling.
- 6.2 The changes will be communicated with our residents, our visitors, our commercial customers, other waste providers in the City and our commercial clients whose recycling we process at our Materials Recovery Facility.
- 6.3 The campaign will include media releases, media interviews, a flyer to all Palmerston North residents, radio advertising, unpaid and paid social media, a web hub, newspaper advertising, posters, email signatures, online ads, letter drops and the I-site billboard. Commercial clients will receive a letter, as will other waste providers. We will work with stakeholder groups, large organisations, schools etc to get the messages out during this transition of change.
- 6.4 The campaign will be divided into three stages as follows:

Stage 1 – This will inform the community of the changes, when they come into effect and some examples of items they include. This will commence in early April 2021 and will primarily focus on social media and media interviews.

Stage 2 – The key period for this stage is the fortnight leading up to changes and immediately afterwards, this will focus on when the changes come into effect and what the changes mean to their household recycling service. A flyer will be delivered to each home in the fortnight before the changes come into effect letting them know that for their next collection, the changes will be in place. This will commence in late April/early May 2021 and continue through to June 2021.

Advertising will begin including radio, newspaper, social media and digital ads. Posters will be dropped around the City at libraries, our waste facilities, to schools and community groups etc.

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To help prevent confusion the campaign will have examples of what can and cannot be accepted into Council's recycling service, with a focus that plastics need to be a #1, #2 or #5.

A website hub will be developed, which will be on the front page of Council's website. The Guru's guide will be updated to reflect the changes.

We will also look to partner with local radio stations for a week of content where the hosts will discuss the changes to the recycling service, and common items that can be recycled and ones that are affected by this change.

Stage 3 – In this stage we will be using data (audits), and examples of items coming into the materials recovery facility (MRF) to remind our residents using imagery about some of the common items we are still seeing that are not accepted into the recycling service. This will start in mid-June 2021 and continue through until July/August, or longer as necessary.

Some digital and social media advertising will continue.




We will use this stage to start messaging about contamination in general, providing examples of items we are seeing coming into the MRF. If we are noticing high levels of contamination, letter drops will occur in the areas where we are seeing this.

7. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	Yes
The recommendations contribute to Goal 4: An Eco City	
The recommendations contribute to the outcomes of the Eco City Strategy	
The recommendations contribute to the achievement of action/actions in the Waste Plan	
The actions are:	
Provide a kerbside recycling collection service fully funded through rates.	

Provide recycling drop-off points at Ashhurst, Ferguson Street, and Awapuni, including solid waste at Ashhurst.	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	<p>A reduction in the range of materials accepted for recycling is not consistent with the Council's Waste Plan, which sets out to reduce the gross volume of waste produced Citywide, and a greater proportion of waste being diverted from landfill, and instead recycled or composted as appropriate.</p> <p>However, there are no viable mechanisms to recycle these range of plastics.</p> <p>The Waste Plan is currently under review as part of the wider strategic review informing the 10 Year Plan.</p> <p>The inconsistency with the current strategic direction will be acknowledged through the review of the waste plan.</p>

ATTACHMENTS

1. Detailed analysis of submissions [↓](#) 
2. Submissions recieved [↓](#) 
3. Administration Manual - Marked up changes [↓](#) 

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Detailed analysis of written submissions

Consultation on the proposal to reduce the range of plastics accepted into Councils' recycling service opened on the 27th November 2020 and closed on the 8th January 2021, although any submissions received up until the 11th January 2021 were considered in this analysis.

82 written submissions were received via the online form on Councils website during the consultation period.

Of the 82 submissions received; 20 submissions were supportive of the proposal; 24 submissions were opposed to the proposal with the remaining 38 submissions not giving a clear indication of their support or opposition to the proposal.

Of the 38 submissions that did not indicate their position, a wide range of views and suggestions were included for Council to consider.

Key themes emerged from all the submissions; these are discussed in detail below.

Longer Term Approaches/Require Action by Central Government

1. Ban/phase out of these plastics as packaging

About a quarter of the submitters were of the view that if these plastics could not be recycled, they should be phased out/banned from use in packaging. Most of these submitters also suggested that products in single use packaging should be made from packaging that can be recycled onshore in New Zealand.

A ban/phase out of packaging is outside the remit of Council. However, consultation from the Ministry for the Environment recently closed on '*Reducing the impact of plastic on our environment – moving away from hard to recycle and single use items*'.

A key part of the MFE's consultation was on plastic grades #3 and #6.

Plastic grades #4 and #7 are more difficult, but these are on the MFE's work programme. These are included in the regulated product stewardship declaration (see section 3 below).

Council submitted on this consultation and was in favour of proposal to phase out #3 and #6 single use packaging used for food and beverage packaging.

2. Encourage manufacturers to use packaging that can be recycled in New Zealand

Another key theme that emerged was that manufacturers should be encouraged to use plastic packaging that can be recycled in New Zealand. Again, the ability for Council to exercise any real change or control is limited.

There are several mechanisms that could be employed to effect this in NZ – a phase out/ban of the materials that are not able to be recycled in NZ, by consumers requesting that manufacturers use appropriate packaging for the products that can be recycled in NZ, and/or a declaration as a priority product under the Waste Minimisation Act 2008 (WMA). Plastic packaging was declared as a priority product in late July 2020.

3. Product Stewardship/Producer Responsibility

Submitters also suggested that manufacturers take responsibility for the packaging they use to package their products in, by taking back the packaging and disposing of it or recycling it.

In late July 2020, the government declared six priority products for regulated product stewardship under the WMA. Plastic Packaging was one of these six products.

Regulated product stewardship means regulations are used to increase incentives for circular resource use and the responsibilities of producers for managing end of life products. It can put more responsibility for a product's life cycle and waste management on manufacturers, importers, retailers and users, rather than on communities, councils, neighbourhoods and nature.

4. Build a facility to process and repurpose these plastics

Another strong recurring theme was for Council (whether on its own, regionally or with central government) to investigate a facility to accept these plastics, sort them, and reprocess them. Some suggestions included that the plastics could be incorporated into construction and building materials such as concrete, bricks, into roads etc.

Other alternatives suggested were for a Waste to Energy Facility to accept all materials (including general rubbish) that cannot be diverted from landfill.

There are currently some projects outside of Council's influence that are in the initial stages of development. We are watching these to see if they will progress into a solution for these materials.

It is likely that such a facility would require extensive investigation, and significant Capital investment and would need a significant volume of material to be successful.

Reconsider – Continue to collect/Existing options available

5. Keep collecting, Council to landfill until alternatives are found

A few submitters requested that Council keep collecting these plastics and landfill them until alternative are found. This was an option that officers explored as part of the advice presented to Council in November 2020.

Ultimately, this approach was not recommended because continuing to accept plastics that cannot be recycled is misleading and send the wrong message to the community about Council's recycling service.

It is important that the materials that are accepted into the recycling service can be recycled.

Some submitters suggested that Council could investigate better options to store the mixed plastics in the interim until an option is found, this included chipping the plastics to save space.

This is not considered a viable option as there is no market for these plastics, and additionally the changing international and regulatory environment means it is unlikely new markets will

emerge. The cost of new equipment to make this option possible would be high, with little prospect of finding a suitable market for these plastics.

6. Existing Options

Some submitters suggested that Council approach Future Post or Second Life Plastics to process the mixed grade plastics.

Future Post accepts the HDPE (#2), LDPE (#4) – including plastic bags, PP (#5), PS (#6) and Other (#7) in their process. This option has been previously looked at, and at that time Future Post were only accepting HDPE (#2) and plastics bags LDPE (#4).

HDPE (#2) and PP (#5) are not subject to this proposal, as Council already has a secure market for these grades of plastics.

We have undertaken some initial investigations for Future Post as a potential option for grades of plastics in this proposal. Future Post have indicated they can't accept PET (#1) and PVC (#3). As outlined in the report presented to Council in November clear trays coming into the MRF can be produced from multiple grades of plastic such as PET (#1), PVC (#3), PP (#5) and PS (#6) – these are virtually indistinguishable by the human eye. Therefore, to guarantee the quality of product, we would need to be very selective of the plastics targeted for inclusion in the bales to Future Post (which may require an additional sorter at the MRF), or Council would need to invest in mechanical sorting technology. Future Post have indicated that Council would be charged for processing these plastics, which would be up to three times the cost of landfilling. We have also undertaken the carbon impact of landfilling versus transporting these plastics to Auckland for processing. We estimate the carbon impact of plastic waste to landfill as 253g CO₂e/tonne versus an estimate for the carbon emissions associated with the transport to Auckland as 33kg/CO₂e/tonne.

Second Life Plastics accepts HDPE (#2), soft plastics (LDPE #4), small amounts of PP (#5) and soft PVC (#3). Noted above Council already has a secure, reliable and local market for our HDPE (#2) and PP (#5), soft plastics are not accepted into the recycling service at present.

Improved Labelling and Information

7. Improved labelling

Another recurring theme was that it was confusing and hard to identify what the plastic container was made from, and therefore identifying if whether the item was accepted into Councils recycling service.

Another ongoing project within the MFE's Waste and Resource Efficiency team is working with industry to provide better on-product recycling labelling. An implementation date for this has yet to be confirmed.

8. Improve information from Council

Several submitters suggested that Council could improve the information available on what can and cannot go into the recycling service and provide more information on how households could minimise their waste.

A key part of the community engagement strategy is to provide examples and information on what plastic containers can and cannot be accepted into Council's recycling service, with a focus on ensuring that plastics need to be a #1, #2 or #5.

Contamination coming into the recycling service will be addressed in this engagement strategy.

The waste hub planned as part of this will complement the current available information including the flyers and gurus guide.

A further report will be coming to Council in May 2021 outlining options, including education, to reduce non-recyclable plastic waste to landfill.

With several new announcements over the past 12 – 18 months, the situation of plastics recycling is evolving and changing relatively quickly. Consequently, our recycling education programme will need to be updated on a frequent basis to reflect changes as they come into force.

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RECYCLING REVIEW FEEDBACK - SUBMISSION 1

**Your contact details****Name**

Anne Strawbridge

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I support council changing the proposed bylaw as stated, to exclude plastics 3,4,6, and 7 from being recycled.

However, I believe it is important that we find ways for us as consumers to not have to buy products with these non-recyclable numbers. We buy products but often cannot tell that it is packed in bad plastic. Can PNCC submit to the government on behalf of all of us, to ban some of these products from coming into our country. Can you join with other local councils to pressure the government to stop the use of this plastic from coming into NZ? Can we personally do something? Because if it can't be recycled, I don't want to be using it. Also, will you encourage and publicize compliance with these changes, and ultimately penalize those who repeatedly ignore them?

RECYCLING REVIEW FEEDBACK - SUBMISSION 2

**Your contact details****Name**

Tony

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Keep it as is please. Our company (over 100 employees) monitor and are audited on recycling amongst other enviro areas. Difficult enough trying to educate people to put the right things in the bins! Less in landfill! As a council can you not put pressure on manufacturers to reduce their initial use of plastics?

RECYCLING REVIEW FEEDBACK - SUBMISSION 3

**Your contact details****Name**

Beth Tolley

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Sadly I think PNCC has to stop accepting plastic that can't be recycled or reused. Is there anyway a Council can regulate on which plastic types can used as packaging in items by retailers operating with in the city? What else could be done at Council level to discourage retailers selling items with plastic packaging made with types 3,4,6,7. ?

RECYCLING REVIEW FEEDBACK - SUBMISSION 4

**Your contact details****Name**

Karen Lee Adams

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I'd rather see a long term solution to rubbish in general including recycling. In respect that any recycling that can't be recycled domestically and all other waste be incinerated. I suggest that all Manawatu councils and regional council invest in a high intensity incinerator and take all rubbish from the region. It is a disgrace to still be burying rubbish in this day and age, leachate into water tables and soil is getting spread further with continuous growth but no additional infrastructure. Costly outsourced contracted waste management is expensive and unnecessary if managed correctly and efficiently. This is just like waste water short term solutions to a growing long term problem. Do the right thing now.

RECYCLING REVIEW FEEDBACK - SUBMISSION 5-1

**Your contact details****Name**

Rosemary Lynne Motion

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I can understand the problems of stockpiling large amounts of unwanted plastics while there are no easy ways to recycle them, but what happened to the proposal to build a recycling plant IN Palmerston North that could deal with ALL plastics, that was in the news last year? Was it dismissed, shelved, ignored, or not seriously considered? It sounded like real progress and a new industry for the city as well.

How much more damage will it do to the environment to send these unwanted plastics to landfill to contaminate the soil with microplastics in the future (and have them blow away on a windy day)?

As a determined recycler of cleaned items, I find it really difficult to 'casually' consign to the rubbish bin those plastic items that are not currently recycled into landfill, but which are obviously not good for the environment: expanded polystyrene packaging, unwanted clothing (so hard to recycle now), and plastic bags from packaging. To add to these all the unwanted plastics (and perhaps lids?) will really go against years of careful sorting and thoughtful disposal. What will be the consequences for the environment in years to come? Added to that, not all items are labelled with clear recycling symbols - would mis-identified items result in all our recycling going to landfill? It is no wonder many people do not bother - the time spent trying to find a recycling symbol that may not even be there taxes the patience of all.

RECYCLING REVIEW FEEDBACK - SUBMISSION 5-2

More than anything else, I would like to see super-precise guidelines for what can and can't be recycled, and how the collected recycling items are sorted in the city. Is it by sight or by infra-red detection (to correctly identify the composition). Those of us who try

to responsibly recycle as much as possible, and compost biodegradable waste, need to know exactly what should NOT be included in the recycling bins, and most particularly, what would result in our recycling going straight to landfill. There has been discussion in the press about recycling in other centres and what should not be included. Specifically we need to know if the following items should or should not be put in recycling bins:

clean plastic caps and lids,

metal crown caps and screw lids

empty spray cans????

Metal items other than cans.

Should staples be removed from paper and cardboard?

What about metallised printing or coatings on paper?

Obviously the method of identification will affect the viability of recycling these - if milk and soft-drink bottle caps are mis-identified, you don't want them, but if IR identification is used, this shouldn't occur. Residents of Palmerston North need a clear updated pamphlet for items they should and should not put in recycling bins.

Is it time to upgrade our home recycling options? Could the city save costs if we separated paper and cardboard items from other recycling - and metal from plastics? We do this inside the house, but it all gets mixed in the single recycling bin, and only large amounts are taken to the recycling centre. Is it time to offer better options for the roadside collection?

RECYCLING REVIEW FEEDBACK - SUBMISSION 6

**Your contact details****Name**

Ben Ruston

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I understand that this is most likely an economically important decision for the City to make as soon as it can. However, I feel that the environmental impact of the new system must also be weighed in the balance (i.e. where will all the plastic go and what will it cost us).

The plastics cant go to the landfill, as this is environmentally reckless and the equivalent of leaving the problem for later. While incineration might be considered a bit cleaner, its not much better. Plastic recycling isnt really viable either in most cases, as I understand it, with the end product costing more and being lower quality than newly made plastics.

I feel that the best solution may be downcycling (I think), re-processing the plastic for a final use (aggregates for construction (concrete and roads)). Developing the means of doing this would be a challenge, but if viable may prove to be of great economic value to the city, especially if it were to be scaled to take in similar plastics from outside the city.

In the mean time, and in general, the council should work to incentivize a shift away from these plastics, and in some cases away from plastics in general, by both manufacturers and consumers in favor of more eco-friendly alternatives. Consumers should also be encouraged to get as much use as they can out of their plastic items before throwing them out (e.g. yogurt tubs as little plant pots), perhaps through education incentives by the council. All of this might be best achieved thru collaboration with other councils and the government as this a bit of a national issue.

RECYCLING REVIEW FEEDBACK - SUBMISSION 7

**Your contact details****Name**

Robert Goddard

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

These items still have to go somewhere so obviously you should still collect them in our recycling bins and if there is no overseas or local use for them then they must be dumped into the tip. If you don't take them then people won't know what to put in their recycling bins and you will end up with more rubbish on the streets and fly tipping.

RECYCLING REVIEW FEEDBACK - SUBMISSION 8

**Your contact details****Name**

Grant Baldwin

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I think you should keep accepting all the numbers. It needs to be really simple for people. I know other places do have limits on which numbers they take, and it would be interesting to see some research on whether this reduces overall recycling rates or not. Even if we wait until the government comes out with their plan at least then we will only need to change once, not twice.

Have all alternatives been investigated as to what to do with these items that can't be recycled?

We need to push back on the supply of these materials, and if we are just putting them straight to landfill, then we have no measure of the size of the problem.

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-1

**Your contact details****Name**

Dr Heike Schiele

Organisation

PPPC - Palmy's Plastic Pollution Challenge (an Environment Network Manawatu initiative)

Your feedback - Please give us your feedback on this proposed change to our bylaw:

The objective of Palmy's Plastic Pollution Challenge (PPPC) is to understand and address plastic litter in the city's urban streams and stormwater systems. The 2019 sampling exercise investigated 41 randomly selected 100m² sites (= 3% of sampled stream network) and resulted in 11,631 retrieved litter items. 73% of the litter items were single-use plastics including miscellaneous soft plastics (27%), food wrappers (24%), plastic bags (9%) and shrink wrap (9%). Foamed plastics added another 8%, so in total more than 80% of what we found was plastics. Only 7% of the plastic we found can be recycled in Palmerston North.

PPPC provides both a window into understanding the issue of plastic pollution as well as a vital mechanism for changing community understanding and behaviour, which is critical for addressing the issues associated with plastic (in particular single use plastic packaging) and more broadly all waste materials. A key insight emerging from PPPC's programme of stream clean-ups and associated data gathering is that, it appears that the national ban on single-use shopping plastic bags has resulted in a decrease of plastic bags in our stream clean-up / collections. This indicates that banning single-use disposable plastic items can be an effective policy instrument. We anticipate that PPPC's ongoing

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-2

formal scientific monitoring of plastic pollution in the urban stream network will be able to quantify and confirm this decrease via the repeat monitoring cycle to be undertaken over the summer of 2021.

Utilising a 'citizen science' basis for monitoring plastic pollution has allowed the PPPC project to directly engage and positively communicate with a growing portion of the local community. The platform of engagement generated by PPPC provides an authentic and powerful new opportunity for Palmerston North City Council (PNCC) to partner with the community in learning about and addressing all waste issues locally. PPPC is using findings to identify and promote solutions and behaviour changes that every individual can easily make in their day-to-day lives.

Submission

PPPC acknowledges PNCC's reasons for proposing to stop the collection of plastics numbers 3, 4, 6 and 7.

At the same time, PPPC believes that a complete ban of single-use plastics over time and promoting a reuse culture is the only way to eliminate the problem in the long run.

Directing unrecyclable plastics (3,4,6,7) straight to landfill does not solve the problem. At best it reduces sorting cost at the Resource Recovery Centre and passes the cost of disposal onto the users. At worst, it will "hide" the problem and lessen the ability to quantify reductions in use.

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-3

It is also important to note that recycling of 2,5,7 plastics can only help to reduce the problem as ultimately every recycled item will break down into microplastic which penetrates our soils, waters and food chains. In our stream surveys we can see layers of litter growing into the banks. We also see bands of microplastic at the flood lines of

streams after heavy rain events. NOTE: It is important to note that not all # 1,2, 5 items can be recycled in New Zealand. For example, coloured # 1 bottles, meat trays and other recycled # 1 fall into this category.

Given the above, we suggest that:

- ❑ PNCC advocates that government will progress banning single use plastics (for more information refer to Appendix 1)
- ❑ PNCC promote a reduce / reuse culture locally (i.e., work effectively at the top of the waste hierarchy) as this is the only way to work towards eliminating the problem than forever just reacting to and managing waste issue.
- ❑ Recycling is really important to help to reduce immediate problems but this needs to align with the PPPC developed Palmerston North Plastic Pollution strategy and be based around a long-term circular economy model.
- ❑ Should PNCC go ahead with reducing kerbside collection for non-recyclable plastics, PPPC would like Council to run an education and communication campaign to ensure that the city and its citizens clearly understand:

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-4

- o what can and can't go into the PNCC kerbside collection
- o what is happening with #1,2,5 items after they are collected
- o what alternatives are available to avoid single use plastics
- Pilot the education campaign with a range of groups in the community PRIOR to it being rolled out to the whole city.

At a minimum, the education and communication campaign should include the following:

- Photographic examples of the plastic items (1, 2 and 5) which will be accepted.
- Photographic examples of the plastic items (3, 4, 6 and 7) which will no longer be accepted.
- FAQs about other common items which may / may not be accepted.
- Clear information about whether/when lids should be left on or off.
- Detailed information on what happens to the plastics 1, 2 and 5 after they are collected and what they are recycled in to. In the cases of plastic items that are 1, 2 or 5 that are still being collected, but that the recycling processors will not accept, this needs to be clearly stated.

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-5

- o E.g., Sprite and L&P bottles. If these coloured plastic bottles are being collected, but sent to landfill, this information needs to be on the PNCC website. Interested community members can be encouraged to take action to reduce these items if they are aware that they are not being recycled.
- What happens to the metal, paper and glass that is being collected?
 - The change to the plastic recycling service is a perfect opportunity to remind the city about the rest of the items that can be collected at the kerbside.
- o If any items are being collected, but not recycled, this should be clearly stated on the PNCC website. E.g., it is our understanding that wrapping paper, glossy magazines etc. cannot be recycled. Interested community members can then take action to reduce their usage of these products.
- o FAQs should be included. Especially in respect to items that some councils / countries commonly recycle. For example, in many places if aluminium foil is balled up into a tennis ball size, it can be recycled. From looking at the PNCC guru page, foil is not accepted here. It would be good to clarify some of these points on the PNCC website so that when other regions publicise what they do, the information about whether that happens in Palmerston North or not can be clearly found.
- The education campaign also needs to look at multiple channels to reach a diverse range of citizens, some of whom might not have access to the Council website.

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-6

As previously stated, we strongly feel that the education campaign should be piloted with community groups prior to its roll out. The PPPC team has been working closely with a number of schools and has links to a broad range of community groups. We would be happy to assist with this process.

In this context, we are wondering whether there is an opportunity to also leverage:

- The role of already existing education programmes such as “Zero Waste Education” ref: <https://www.zerowasteeducation.co.nz/>
- The relationship with Massey’s Zero Waste Academy and other research programmes

An Important Question:

It has been independently cited that PNCC is in the midst of negotiating with ‘Plastoil’ and ‘Fonterra’ to install a turnkey Pyrolysis plant manufactured by Biofabrik (www.biofabrik.com) in the Awapuni Refuse facility. We have not been able to verify this given the holiday period, but have two comments:

1. This type of technology is highly controversial and often strongly contested by community groups on the basis of environmental, cultural and social concerns (ref: <https://www.no-burn.org/chemical-recycling-resources/> . Other reports also highlight the associated issues i.e., Zero Waste Europe and Eunomia/ChemTrust have produced a number of critical studies.
2. If the citation is correct, what, if any, impact will this development have on the decisions around kerbside recycling and will the community be consulted?

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-7

Last but not least

If possible, PPPC would like to speak to this submission.

Appendix 1 – Some Background Information/Considerations

PPPC support the government's use of the provisions of the WMA:2008 to have previously banned micro beads and single-use plastic bags. As mentioned, the local indicators are that these measures are having a positive effect on reducing plastic pollution.

PPPC support the government's further use of the provisions of the WMA:2008 to:

- Declare six priority products types, namely: Tyres + Electrical and electronic products (e-waste) + Refrigerants and other synthetic greenhouse gases + Agrichemicals and their containers + Farm plastics + Packaging (beverage packaging, single-use plastic packaging).
- To increasing the waste levy rate in stages from the existing \$10 per tonne to \$50 or \$60 per tonne by 2023 (for landfills that take household waste) 2- To apply the levy to all landfills (except clean-fills or farm dumps) 3- Propose to improve waste data.
- To move away from hard-to-recycle and single-use items the government has two proposals that would help kiwis. The first proposal is to phase out the following types of unrecyclable plastic, i.e., 1- Some polyvinyl chloride (PVC) and polystyrene packaging and 2- All oxo-degradable plastic products. Following these measures, the second proposal is to phase-out seven types of single-use plastic items: (namely: single-use produce bags, tableware (eg, plastic plates, bowls, cutlery), non-compostable produce stickers, drink

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-8

stirrers, some single-use cups and lids. This includes plastic-lined paper cups, (but not disposable coffee cups), plastic cotton buds and plastic straws.

Context: Our observation: There is now a strong scientific / public good knowledge-base for a national programme to address plastic pollution:

- Royal Society: <https://www.royalsociety.org.nz/major-issues-and-projects/plastics/>
- PMCSA: <https://www.pmcsa.ac.nz/topics/rethinking-plastics/plastics-and-the-environment/>

This combines with a consensus and groundswell of industry /community awareness of and willingness to address key systemic recycling issues nationally:

- 'Rebooting recycling: What can Aotearoa do? (<http://www.wasteminz.org.nz/wp-content/uploads/2018/05/Rebooting-Recycling.-What-can-Aotearoa-do-FINAL.pdf>)
- Recommendations for standardisation of kerbside collections in Aotearoa (<https://www.wasteminz.org.nz/wp-content/uploads/2020/08/Final-1.0-Standardising-Kerbside-Collections-in-Aotearoa.pdf>)
- Designing New Zealand's Container Return Scheme (CRS (<https://www.marlborough.govt.nz/services/recycling-and-resource-recovery/rubbish-and-recycling-projects/designing-new-zealands-container-return-scheme>) NB: despite this project being undertaken by a widely representative group this outcome is now being systematically undermined by vested industry packaging lobby groups ref: 'NZ beverage backlash: Industry blasts government's container return scheme as 'costly and bureaucratic' (re <https://www.beveragedaily.com/Article/2020/08/11/NZ-beverage->

RECYCLING REVIEW FEEDBACK - SUBMISSION 9-9

backlash-Industry-blasts-government-s-container-return-scheme-as-costly-and-bureaucratic)

It appears from recent public announcements (i.e. 'Government steps up action on waste - funds recycling infrastructure and expands levy scheme'

<https://www.beehive.govt.nz/release/government-steps-action-waste-funds-recycling-infrastructure-and-expands-levy-scheme>) that the government is seeking to be quite directional and assertive in investing to resolve plastic pollution and systematic recycling

issues (i.e. '\$124 million Government investment in recycling infrastructure') via the Waste Minimisation Fund (WMF) and potentially other avenues

In addition, New Zealand as a whole is moving to align with growing international commitment to address plastic pollution and waste issues globally via the new international obligations under the Basel Convention. From 1 January 2021 a permit will be needed from the Environmental Protection Authority before the import or export of certain types of plastic waste. The Government has approved regulations under the Imports and Exports (Restrictions) Prohibition Order (No 2) 2004 (ref: <https://mfe-inhouse.cmail20.com/t/r-l-juhjtijl-odijihldtr-r/>).

RECYCLING REVIEW FEEDBACK - SUBMISSION 10

**Your contact details****Name**

Emma Southee

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I believe that this is a terrible idea, Palmerston North already struggles with fly tipping outside of businesses and rurally I feel like this would just continue to increase. I also believe that we should have a soft plastics recycling program to help combat this, there are multiple places that do this around the country including Countdown in Auckland. Rubbish is seriously an issue here and the withdrawal of that part of the program is going to contribute towards it. If you do choose to do it you need to look towards a free community rubbish removal day for large items and potentially bringing back the free roll of rubbish bags for householders.

RECYCLING REVIEW FEEDBACK - SUBMISSION 11

**Your contact details****Name**

Stacey Hendriks

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Happy to see the number 3,4 6, and 7 plastics removed from recycling, however, I think businesses also need to be pushed to take responsibility and if they are selling these plastics, then they should be pressured to have a means to dispose of them or change their packaging/product.

RECYCLING REVIEW FEEDBACK - SUBMISSION 12

**Your contact details****Name**

Ian Barnes

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

The proposal to no longer collect grade 3,4,6, & 7 plastics is a bloody stupid one. While I understand these are difficult to recycle and are piling up in bales, at least it is confined. To discontinue collecting these grades means that they will just end up dispersed through our landfills (and that's the best case scenario which is itself, bad). Unless manufacturers and suppliers change their packaging habits it will continue unabated-target them!

RECYCLING REVIEW FEEDBACK - SUBMISSION 13

**Your contact details****Name**

Rebecca Olynsma

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I think the bylaw is the best option in the short term but I strongly believe that we should be either constructing our own recycling plants to handle these materials in the future or investigating our ability to partially or fully ban their usage without harming disabled people or losing access to medical equipment or basic tools. Even stating an interest to ban such materials in the future should have some proactive companies looking into alternative packaging options. I know New Zealand isn't the largest country, but a market's a market.

RECYCLING REVIEW FEEDBACK - SUBMISSION 14



Your contact details

Name

Tamlyn Davies

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

The plastics that can't be reused or recycled should be taken off the shelves. Ban these products, problem solvers.

RECYCLING REVIEW FEEDBACK - SUBMISSION 15



Your contact details

Name

Mandy Shaw

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

That's a terrible idea. We should be leading by example. Sure we can't ship it overseas. Palmerston North should lead the way and look at recycling first at least our own of the products we are looking at not taking for recycling.

RECYCLING REVIEW FEEDBACK - SUBMISSION 16

**Your contact details****Name**

Carel Jobsis

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Putting this restriction on the types of plastic that can be put in the recycling bins would be a backwards step. Making it complicated will put a lot more people off recycling altogether. Keep storing it if you have to, keep up the city's good recycling habits and keep the plastics out of landfill.

This is a nationwide issue, and central government has an interest in finding a solution. The Prime Minister's Chief Science Advisor's report on plastics seems to have had some impact. We currently have a good system that'll make it easier to incorporate with any new nationwide system, please don't undo that hard work now.

RECYCLING REVIEW FEEDBACK - SUBMISSION 17

**Your contact details****Name**

Holly Darton

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

My opinion is to remove the numbers that are not currently able to recycled in order to attempt to reduce the wastage we produce. It will make dealing with contaminated bins harder when people still put the wrong plastics in the kerb side recycling.

RECYCLING REVIEW FEEDBACK - SUBMISSION 18

**Your contact details****Name**

Eileen Collins

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Can the manufacture and use of these non-recycleable plastics be phased out? Just like plastic bags, people will get used to it. If supermarkets had interactive butchery departments and wrapped meat in paper, we took our own takeaways containers or purchased a recyclable one at an extra cost. Many hard plastics we buy are not necessary. An example being scissor packaging where it has been pointed out that you need a pair of scissors to get to the scissors. Our grandparents looked after what they owned, fixed it when it broke. Rubbish has been out of sight for so long. We just need to get used to being responsible for what we manufacture and throw away. Unfortunately I don't believe this will happen quickly enough unless these plastics are legally phased.

RECYCLING REVIEW FEEDBACK - SUBMISSION 19

**Your contact details****Name**

Andrea Huege

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

We try our best to be as low-rubbish as possible already. With the arrival of Be Free Grocer and the Bin Inn, this has become even easier. If Countdown and New World could tare their scales to my containers, that would be even greater.

However, I don't believe that adding more exceptions to the recycling rule is helpful. I am already re-checking my recycling every fortnight because my boarders can't remember to put their plastic bags into the green bag. The bin-diving I am doing...

Please also consider what message PNCC would be sending: We are giving up. No one wants our waste - so landfill, it is. We don't care anymore. If we cannot make money off our rubbish, we just bury it. Rug, sweep, done.

Seeing that this is an all-NZ problem, and actually even more international than that, PNCC should use this power to come up with an all-NZ and a sustainable solution. Saying that this only makes up 5% of our current recycling - what a horrible approach that is! 5% of all people living in PN is still a huge amount of rubbish. Stop thinking small, stop belittling this problem, stop trying to put nice paint on a broken system. Make the change greater.

I wish consumers actually had more say in the matter. But we don't. I, as an individual, trying to avoid plastics, have no impact whatsoever on the products in the supermarkets. I would love to use my power to buy yogurt or milk in glass jars. But there is nothing there. Or: look how quickly a change could be made around the plastic bags people used for shopping. It took a change of the law to make a logical change (that huge parts of the world had done years, YEARS! before NZ).

I implore you, PNCC, come up with a proper and sustainable solution. Use your power, gang up with other councils, and make a sustainable change happen.

RECYCLING REVIEW FEEDBACK - SUBMISSION 20

**Your contact details****Name**

Dave Martin

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

If council go ahead with this it will just be an environmental nightmare as all will just go to the tip. Time to look at options like using plastic in our pavings etc. it might cost to research but worth it for the sake of our environment.

RECYCLING REVIEW FEEDBACK - SUBMISSION 21

**Your contact details****Name**

Emily Weston

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

This is ridiculous. What is even the point of recycling then, I would prefer if the council used their time to come up with a better solution than just excluding recyclable items. Do better. Especially for the amount I pay in rates.

RECYCLING REVIEW FEEDBACK - SUBMISSION 22

**Your contact details****Name**

Josie Brennan

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I can see what the problem is at this end. However asking people to only recycle certain numbers of plastic is untenable. Many, many people in our community do not care enough to go to the effort to sort plastics before they go into the recycling, and will be loathe to spend more on their rubbish collection because of it. The government should be not allowing plastic packaging into the country that is not recyclable, and should have incentives for companies to decrease their packaging. It has to have a commercial incentive, otherwise companies will continue to produce wasteful packaging that is killing our environment. From where I stand it seems that individuals that are trying their best are completely outweighed by those that don't understand or care. Can the council put pressure on the government to do so? On another note, the council also needs to put more into staff at the sorting end to help businesses that are trying their best. It is very difficult for businesses to keep recycling 'clean' - ie only the type that is asked for. The general public throw all sorts of things in bins. Businesses who are providing recycling facilities should not be punished for items/the wrong plastic being in the wrong bin, but at the recycling end there should be the staff to enable these to be sorted.

RECYCLING REVIEW FEEDBACK - SUBMISSION 23



Your contact details

Name

Kagan Kawharu

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I think this is a great idea. We cannot keep building these piles up hoping another country will buy them. We need to stop using them. Recycling isn't the answer, lower use is.

RECYCLING REVIEW FEEDBACK - SUBMISSION 24

**Your contact details****Name**

Richard Deller

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

If you make it too difficult for people to decide what can and can't be recycled they will put nothing or everything in the recycling bin. I say keep accepting everything for now and hopefully you an band together with other councils to find a solution in 5 years. Like you say, it's only 5%.

RECYCLING REVIEW FEEDBACK - SUBMISSION 25

**Your contact details****Name**

Hannah Ireland

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

While it would appear to make sense to stop collecting certain types of recyclable materials because there isn't currently a market for it due to COVID, the downsides outweigh the upsides environmentally as well as economically when you consider that there will still be a market for these products in the future. It doesn't make sense to add more materials to an ever-growing rubbish issue when such materials are able to be recycled. It doesn't make sense to ignore future profits in favour of perceived short-term benefits. The established markets for these materials have been impacted but have you considered alternative markets, selling the materials in smaller than normal pieces so more avenues of selling are open. Can some of these materials be repurposed for other things than what they were marketed for before COVID? Have you considered that they could be recycled into art projects if it is safe to do so?

RECYCLING REVIEW FEEDBACK - SUBMISSION 26

**Your contact details****Name**

Stephanie Poulton

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Don't change it until you have a way to get rid of those plastics. Putting in the tip isn't solving anything.

Burn it.

Chip it.

Make roads and plastic.

Anything- all the technology exists. If it's not just palmy's problem, bind together with other cities and create a new plan

RECYCLING REVIEW FEEDBACK - SUBMISSION 27

**Your contact details****Name**

Sophie Boulter

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I think the use of the phrase 'there is no market for some plastics' is sad. I don't think recycling should just be about selling to make profit but I understand that this is a bigger issue than just a local

Council one.

I would hope that the council would continue to recycle all plastics 1-6 but have lived in areas with restrictions both here and the UK.

One thing the council could do and we should all do is approach all supermarkets and food sellers to stop use of plastics we cannot recycle locally this would help with plastic use and also environmentally too.

I don't think there is a simple answer, but to the question of whether you should still recycle all plastics until they are not produced.

RECYCLING REVIEW FEEDBACK - SUBMISSION 28

**Your contact details****Name**

Anna Fletcher

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Hi team, I strongly believe we need to be looking at products NZ uses that can be made out of these materials. Can we then build a nz facility that recycles one of them and get another council to build another one? Surely we have products we can turn these recycled piles into. I know of plastic bread tags being collected and being used for another product. What else do we need? How can we use recycled materials to make it?

Appreciate that this should be a government led proposal and perhaps with research, a site, a plan, the government might come to the party.

RECYCLING REVIEW FEEDBACK - SUBMISSION 29

**Your contact details****Name**

Graeme Fenemor

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Retain the collection of these numbered recycling items: 3,4,6,7 and continue to look for market for these. Also canvas Central Government for support in having these items recycled, either by promoting the establishment of processing facilities within NZ or helping establish links to markets where these are being recycled and reused.

To not collect and recycle is a backward move, other councils must also be dealing with this issue and there should be a collaborative effort of councils to have these items recycled.

RECYCLING REVIEW FEEDBACK - SUBMISSION 30

**Your contact details****Name**

Aaron David Hall

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Keep collecting all types of plastic, maybe put a bit of money into grants for companies looking at using the materials in products in nz or the manawatu

RECYCLING REVIEW FEEDBACK - SUBMISSION 31



Your contact details

Name

Roanne Hautapu

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I don't know the solution but I think it is worse that we have been exporting waste overseas for it to be recycled.

RECYCLING REVIEW FEEDBACK - SUBMISSION 32

**Your contact details****Name**

Jillian Oliver

Organisation

NA

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I support this change..... and manufacturers need to rethink containers they use to start with. That's easy to say, but being realistic is the only way to be effective in disposal of waste, we can achieve if we think ahead.

RECYCLING REVIEW FEEDBACK - SUBMISSION 33

**Your contact details****Name**

Nathaniel Picking

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Tena koe,

In short, home owners now have to pay an increase in waste (non-recyclable) and the waste management company has had a reduction in service capability. This would mean that the cost of this service will diminish as the total waste through the facility is reduced (reduction in recycling = reduction in service provided)

If your proposed reduction in recycling service is approved, will the rates paid by home owners now decrease because of this change in service?

RECYCLING REVIEW FEEDBACK - SUBMISSION 34

**Your contact details****Name**

Esther Fou

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Keep taking it, or it goes into the landfill.

Work with other Councils and central govt to come up with a solution based in NZ.

RECYCLING REVIEW FEEDBACK - SUBMISSION 35



Your contact details

Name

Louise Hardiment

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

It absolutely sucks that we can't recycle some of these plastics. Maybe one day we will find a market for them but we can't just hold on to plastics indefinitely in the hope that we find a market. The bigger problem is as a consumer we need to avoid buying products that are not in ecofriendly packaging.

RECYCLING REVIEW FEEDBACK - SUBMISSION 36



Your contact details

Name

Janet Knowles Reid

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I am happy with the proposed changes.

RECYCLING REVIEW FEEDBACK - SUBMISSION 37-1



Your contact details

Name

David Wheller

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

A solution to our plastics recycling problem has been available for over 20 odd years.

Plastics can be sorted and cleaned and reprocessed into other useful products such as plastic bricks for building and renovations.

Road balast.

Strapping.

New containers and many other things.

Just saying you don't want to recycle it anymore is the same as ignoring the problem.

That's a stupid thing to do.

Germany Italy the UK USA and many other countries have been converting waste to alternative products for over 20 odd years now.

I am speaking from experience having been in the plastics and recycling industry for over 40 odd years internationally.

RECYCLING REVIEW FEEDBACK - SUBMISSION 37-2

Recycling can be done but not on a financial profit bases at first.

The pay back is envioromental.

You the council need to do your home work and get your facts right.

You clearly have no idea what your doing with the citys plastic waste.

I have been down to look at your recyling stations and they are apauling.

Just squashing it all up into unsorted lumps is rediculouse. That makes sorting it almost impossuble.

It must be seperated and cleaned first, then shredded and compacted.

Just shredding it first will reduce its compactable footprint by up to 500%.

You need to put a team together and educate them properly.

We have some of the best universitys around and there input to help you would be very valuable.

Use your existing knoledge resources to solve the issue.

For gods sake dont do what you propse and ignore it.

Thats a truly daft idea and will eventualy kill us all.

THIS ISSUE MUST BE DEALT WITH PROPERLY.

RECYCLING REVIEW FEEDBACK - SUBMISSION 38

**Your contact details****Name**

Pennie Smith

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I am not in support of this proposed change.

I would like to see PNCC support or create a regional solution to recycling. Investigate alternative markets and undertake a high level - long term impact assessment on the environmental impact of both options before making a decision.

RECYCLING REVIEW FEEDBACK - SUBMISSION 39

**Your contact details****Name**

John johnstone

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Continue recycling these products. You can chip the big pile into tiny chips which will make them more compact. Store these until such a time when use can be found. Perhaps try to put it into asphalt for roads, certainly would help keeping it together.

RECYCLING REVIEW FEEDBACK - SUBMISSION 40



Your contact details

Name

Earla

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I dont have any suggestions about the recycling. But if you refuse to take them in then those plastics are going in normal waste and becomes a part of another problem. Why dont we recycle properly in nz instead of sending it overseas? We'd create more jobs that way too.

RECYCLING REVIEW FEEDBACK - SUBMISSION 41

**Your contact details****Name**

Danielle Connelly

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Yes, the council should start to restrict the plastics. It's time we consumers get off our backsides and start making a difference. Many voices to manufactures is the thing that will move them change.

RECYCLING REVIEW FEEDBACK - SUBMISSION 42

**Your contact details****Name**

Jazmine Bell

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Napier did this a few years ago and we all just naturally got used to only putting out number #1, #2 and #5. I was a bit shocked when I moved here that it wasn't in place here, so I am really pleased you are doing this, as it was years ago that the countries stopped allowing us to dump our plastics on them. I wish the council and government would encourage/support manufactures to produce products from the plastics. For instance companies overseas have been turning it into a tar seal like product that can be used on the road. There must be an endless amount of ideas that the plastics can be re turned into. Yes the factories would have to be built at an initial huge cost, But after that outlay the benefits would out weight that surly. It ia great that you are doing something about this. Thank you.

RECYCLING REVIEW FEEDBACK - SUBMISSION 43-1

**Your contact details****Name**

Paul Allen-Smith

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Whilst I am all for recycling, trying to restrict pers on what to recycle just makes it an onerous task and may deter people from wanting to recycle fullstop.

I recently had an elderly family member who received her first strike for recycling the wrong plastics (albeit a different regional council) but she had been recycling what she had been for many years and was more than confused with the letter in the mailbox and what she had done wrong.

Regardless of the plastics number 3, 4, 6 and 7 not being accepted in recycling, the use of it at times cannot be avoided and thus will just end up in the landfill where it will just get mixed with other non bio degradable rubbish and still be a problem for the environment.

Atleast if it is packaged in bails as it is now its final whereabouts is contained. Maybe a proposal needs to be investigated into how us as a regional council and/or the government invest into recycling these materials locally, in which the raw product would be more than likely be more acceptable overseas. Alot of these methods also have the ability to generate energy which in turn could be used to support the local recycling plant during high load times.

RECYCLING REVIEW FEEDBACK - SUBMISSION 43-2

I would rather have my rates used to investigate stuff like this, than building a new car park at the arena and the likes, which in my opinion was highly opposed by lots of residents.

Making recycling a chore rather than environmental task with having to think about what number is on your poorly moulded plastic is just absurd and may confuse alot of people, if this is something that goes through I hope penalties aren't enforced like other regions especially for those who have being recycling the way they have for many years.

RECYCLING REVIEW FEEDBACK - SUBMISSION 44

**Your contact details****Name**

Judie Campbell

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I already do the things you suggest to reduce the plastics that come into my home and no manufacturer or supermarket deli has ever listened. In fact, New World Pioneer stopped using cardboard Pottles I preferred in the deli months ago!

I think its time local councils ban the use of those plastics and force the use of alternatives.

Also, I don't know who to speak to, but I'd like to know why NZ hasn't invested in a low emissions power station to burn such rubbish. It seem stupid to have this problem when there is a viable solution.

RECYCLING REVIEW FEEDBACK - SUBMISSION 45

**Your contact details****Name**

Jeannette MacEWan

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I am totally in favour of being more selective 1, 2, 5, sounds very good but the numbers need to be bigger and more obvious...actually I mean ALL the numbers need to be bigger and more obvious.. so that we can be a discerning customer..or leave the packaging behind at the store..

RECYCLING REVIEW FEEDBACK - SUBMISSION 46

**Your contact details****Name**

Tania Topping

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I believe that it shouldn't be up to the public to be lumped with plastic that our Council will no longer accept. As a member of the public I didn't ask to be lumped with materials that can't be recycled by the items I purchase like meat, yoghurt and icecream.

Before Councils stop accepting these, the Government should put law with strict tight deadlines against the companies who manufacture and distribute those type of plastics into the public arena, that they can no longer be produced or distributed in NZ.

Each Council shouldn't have to deal with recycling issues by themselves, a more united front needs to occur.

In your sentence "We're fortunate that we have a recycler right here in Palmy that does recycle these, and will continue to do so." - are you saying keep putting number 5s into our bins or are you expecting us to know who the recycler is and we have to give it to them.

Why isn't that recycler offering their services nationwide?

We didn't get through Covid as well as we did if the Government didn't step in and band all the regions together- the same should be done in relation to recycling.

Wasn't there meant to have been a new recycling center being built in Feilding? Can't they take these items which Councils are now going to reject or again are the councils on their own?

RECYCLING REVIEW FEEDBACK - SUBMISSION 47

**Your contact details****Name**

R, Morrison

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Firstly we were going to get a green bin and that didn't happen. Then we got our recycling bin and then weren't allowed to put plastic in it and now we are likely not to be able to put a range of things in it, Why have one at all and just let everybody fly tip as they still do anyway. Other cities have done more work on getting other options for these trays etc. We don't seem to be bothered looking for alternatives. I have always thought incinerating with a filter was the best option, A cremator like the funeral places have. You seem to have this throw your hands in the air attitude. Do some proper investigation.

RECYCLING REVIEW FEEDBACK - SUBMISSION 48

**Your contact details****Name**

Phil Etheridge

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

We shouldn't accept plastics which can't be recycled. It also should be illegal to sell products in packaging which can't be recycled. It should also be illegal to import containers which can't be recycled. Need to push central govt on these things

RECYCLING REVIEW FEEDBACK - SUBMISSION 49



Your contact details

Name

Trish Stevens

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

Its getting that way that it is a waste of time recycling at all. Very confusing already with not knowing what goes in bin and what doesnt.

RECYCLING REVIEW FEEDBACK - SUBMISSION 50

**Your contact details****Name**

Brittany

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I would like to see u reuse this plastic in a away unique that it changes the planet for the better. Maybe try and make them into something useful, like into compost bins, or into new rubbish recycling bins, or waste bins. Or into something like sculptures or playground parts. Find something you can use to these plastics for.

RECYCLING REVIEW FEEDBACK - SUBMISSION 51

**Your contact details****Name**

Nicola Creedy

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I would prefer to BE able to recycle these plastic items as well, however, I have contacted the large majority of the companies I buy off to promote recyclable plastic, to no avail. I am sure residents would help to pay for a new company in their rates, started in Palmerston North, that will turn these plastic items into roading, or fence posts for example

RECYCLING REVIEW FEEDBACK - SUBMISSION 52

**Your contact details****Name**

Dianne Bennett

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

The general public cannot be relied on to make the right decisions about recycling. It is important to stop the manufacturers using the plastic in the first place , recycle what you can, don't dump it in landfills, and petition the government to take action with manufacturers

RECYCLING REVIEW FEEDBACK - SUBMISSION 53

**Your contact details****Name**

Carina Holdaway

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I agree that it's important to get manufacturers to look at other packaging options, but there is another option that I think is worth exploring.

Why do we not recycle these plastics in NZ? There is all this raw material waiting to be made into new products. Could a council-owned company (or combine with other councils, university departments etc) be formed to explore how to recycle these materials, build some factories and make new products?

It seems like an employment opportunity is ready and waiting to be discovered.

RECYCLING REVIEW FEEDBACK - SUBMISSION 54

**Your contact details****Name**

Aidan VOice

Organisation

Palmerston North City Council

Your feedback - Please give us your feedback on this proposed change to our bylaw:

Palmerston North City should investigate and consider the cost to profit margins of processing and recycling plastics ourselves. The investment of infrastructure would be significant, but being one of the only areas able to process all plastics in the country would provide commercial and business opportunities that I think would result in a large amount of value in the city

RECYCLING REVIEW FEEDBACK - SUBMISSION 55

**Your contact details****Name**

Nellie

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I would like the council to find an alternative use for the plastic. Some councils already melt it and make fencing, rails etc from it. i would be happy to buy these recycled fence posts and palings.

RECYCLING REVIEW FEEDBACK - SUBMISSION 56

**Your contact details****Name**

Andrew Robertson

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I would suggest one of two things

1) NZ recycles those plastics that can't be at present

Alternatively

2) Central and Local Government take the initiative and make sure manufacturers only use plastics and other packaging that can be recycled. Much better for one person to contact manufacturers as needed rather than expect ratepayers to do the considerable work needed to identify the plastics and who to contact about them.

RECYCLING REVIEW FEEDBACK - SUBMISSION 57



Your contact details

Name

R no Taylor

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

I'm fine with these adjustments but only thing in it all that should be allowed I'd clean plastic takeaway containers

RECYCLING REVIEW FEEDBACK - SUBMISSION 58

**Your contact details****Name**

Graham Stent

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

This is a bad move. The council's around the country and the Government should set up recycling plants in NZ instead of send our rubbish off shore. Taking a step back is a bad idea for recycling in NZ. A cash investment from the Government and setting up recycle center around NZ is what we need

RECYCLING REVIEW FEEDBACK - SUBMISSION 59

**Your contact details****Name**

Michael Duke

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

How about all of the New Zealand councils get together and lobby the government to repeal the stupid ban on waste to energy solutions that the greens pushed through and build 3-4 waste to energy plants across the country, removing the waste and lowering NZ power prices at the same time.

RECYCLING REVIEW FEEDBACK - SUBMISSION 60

**Your contact details****Name**

Alaina Sims

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

It's an unfortunate catch 22, and as someone who tries hard to reduce my footprint, when I see people in grocery shops with little to no regard for plastic use, it's very discouraging. Perhaps Palmy could run a no-plastics campaign or somehow educate and encourage residents to buy other, more easily-recycled, plastics. Making it more difficult for businesses (for example, takeaways) to use these, or any type of non-compostable container, would be another good start. A long term solution would be to invest in facilities here in Palmy that could recycle these plastics. If Palmy will no longer accept these plastics, it's only responsible to couple that massive step backward with some sort of positive step forward.

RECYCLING REVIEW FEEDBACK - SUBMISSION 61



Your contact details

Name

Callum anderson

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

Keep collecting them until a solution is found.

RECYCLING REVIEW FEEDBACK - SUBMISSION 62

**Your contact details****Name**

Thomas John Carr

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Hello, Why are we not going forward with the Plastic to Oil Proposal as a viable option for recycling the waste plastic that we collect? I think we should continue to collect all the plastic type we current do and stockpile while we wait for a robust Plastic to Oil solution that can handle all plastic types. Sending all the other Plastic types back into landfill is a huge step backwards, as we will lose a potentially valuable waste stream.

Given the recycled plastic stockpiles around New Zealand, wouldn't it make sense for the Government to fund several strategically located facilities around the Country. Palmerston North and Hamilton with their "In-land Ports" would seem like ideal candidates for this type of facility.

Regards,

Tom Carr

RECYCLING REVIEW FEEDBACK - SUBMISSION 63

**Your contact details****Name**

Emily Thomas

Organisation

Private submission

Your feedback - Please give us your feedback on this proposed change to our bylaw:

What are the proposed timings of the national standardisation of kerbside recycling that Ministry for Environment is driving? Perhaps as well as excluding the proposed items, there is a chance to align the presentation of items to the proposed standardisation. This way all the changes come together and it will be easier to communicate and educate to households?

Is there an opportunity to consider bringing in organic waste collection at the same time? Although these plastics 3-7 are only 5% of recycling by weight, it may be that they have quite a high volume (since they are really lightweight). Since rubbish bags are user-pays and based on volume, this might seem discouraging to some households and non-compliances might be high. If it can be traded off by removing organic waste to a separate collection bin this might be more palatable?

RECYCLING REVIEW FEEDBACK - SUBMISSION 64

**Your contact details****Name**

Steve Wrathall

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I support excluding 3, 4, 6 and 7 plastics from recycling bins. This decision should have been taken long ago when it was obvious that no counties were taking them and NZ does not have the economies of scale to recycle them locally. They are basically valueless trash, so it makes much more sense for them to be put straight in a green bag and landfilled, than people and the council waste time and money sorting them, adding to the mountain at Awapuni landfill, and then ultimately landfilling them anyway

RECYCLING REVIEW FEEDBACK - SUBMISSION 65

**Your contact details****Name**

Lorna Rush

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Manufacturers to increase the size of the angle and identity number on the plastic angle so people are able to help with putting the right no's plastic in the recycling collections.

This next idea might seem unrealistic,.

With so much plastic waste not recyclable could it be mixed with small amount of concrete to mould it together then another outer layer of concrete to give it weight.

It could then be used as erosion fill or base fill for river, sea or any times of stop banks.

RECYCLING REVIEW FEEDBACK - SUBMISSION 66

**Your contact details****Name**

Kelsey Tanner

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

If these items will not be collected in the recycling, they will end up in landfill, which is not the answer either. We should look at getting companies to make their products out of recyclable materials or not permitting these non-recyclables into NZ. Or it needs to be easier at point of purchase to determine if the item can be recycled. Perhaps signage in supermarket isles. Could the Council or Government work with the supermarket chains on public awareness? Simply not collecting the items doesn't offer a solution.

RECYCLING REVIEW FEEDBACK - SUBMISSION 67

**Your contact details****Name**

Julie Griffiths

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I agree that the plastic problem is nationwide. Palmerston North needs to change its rule on what number plastic containers will be collected. When I was younger only triangle 1 or triangle 2 were accepted for recycling. Perhaps we need to restrict it to those numbers.

Julie

RECYCLING REVIEW FEEDBACK - SUBMISSION 68

**Your contact details****Name**

Morgan Christy-Jones

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

This moves from stockpiling these segregated then moving these to trash if a home is not found, vs if this change making them direct to trash. I think this change will disincentive recycling, make it more confusing and so end up with more recyclable plastic (numbers 1-2) also going to trash. I also see this as a cost cutting measure by council to hire less people at our recycling centres, and force higher use of paid rubbish disposal over free recycling services. Council should consider a levy to producers who make this to pay back for disposal costs, if we stop collecting this we lose sight of the scale of this issue.

RECYCLING REVIEW FEEDBACK - SUBMISSION 69-1



Your contact details

Name

Vanesa Gonzalez Freijo

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

Some ideas:

- I think PNCC should focus on education and clear communication. People are still quite confused about what goes where, what can be recycled, how PNCC recycling system (from collection to final destination) works, and the real impact of our daily choices as consumers.

Supply clear and easy to read and understand information to people to keep. Organise talks about waste and waste minimisation. And also keep in mind that sometimes personal income and budget impact on the choices we make.

- Encourage and help local business to give customers options to reduce plastic use or consumption.

- There are some national companies that collect soft plastics and make fencing post with them (ie:futurepost.co.nz). Can PNCC maybe join their scheme and get some good posts in return?

RECYCLING REVIEW FEEDBACK - SUBMISSION 69-2

- Many local businesses and organisations are involved in and really mastering circular economy. Learn from them. Ask them to help you!

AND MOST IMPORTANT: LEAD BY EXAMPLE!!!!

Ask your stuff (and councilors!) to avoid takeaway coffee cups! Ask them to take their own containers to get their lunch/snacks!

Try to reduce your waste as much as you can, doing the same things you are suggesting the community to embrace.

Take some time to see how PNCC (the council, not the community) can improve their own waste management and be part of a circular economy (why not get your catering in reusable trays/containers? Or look for plastic free alternatives to stationary? Recycle old pens?).

RECYCLING REVIEW FEEDBACK - SUBMISSION 70

**Your contact details****Name**

iola haggarty

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

If the end answer is that plastics 3,4,6 and 7 will no longer be collected does that mean that it will all go into our green plastic rubbish bags and into the land fill? Overseas, some plastic is being chipped to make road building materials, is that the 1,2, and 5 that will be recycled.?

RECYCLING REVIEW FEEDBACK - SUBMISSION 71

**Your contact details****Name**

Stephanie Hedges

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I'd really like to see local and national government working together to find ways to better recycle these items instead of storing them away until they just end up becoming landfill when they stop being accepted. I understand that getting things overseas to be recycled is an issue. However, it may be better to create a sustainable option right here in New Zealand somehow. It could even create more jobs for those that have been forced out by COVID. Surely this could be a better option for the environment and our people.

RECYCLING REVIEW FEEDBACK - SUBMISSION 72

**Your contact details****Name**

Ella Parkinson

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I think the council is taking less responsibility than they should be on this issue. You say in this proposal that the consumer has immense power. This is true to an extent, but no individual or group of consumers has as much power as the council who have a direct line to government and corporations. Plastic pollution is a huge issue that is getting worse, not better. Instead of proposing to collect less plastic because poorer countries won't (can't) deal with it, why not start the conversation with government about banning the use of plastics that can't be recycled in NZ. I think you would get a lot more support from the community about that proposal, and that would be a huge step in improving the health of our rivers and oceans, which are currently drowning in plastic.

RECYCLING REVIEW FEEDBACK - SUBMISSION 73

**Your contact details****Name**

Karen Adams

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

What all of this doesn't state is what is the alternatives for these plastics? Is it landfill?.

If it is my suggestion is that you continue to collect and sort and then just send to landfill yourselves. If it is too difficult to work out what is and isn't the right plastic for recycling them people will throw it all in the regular rubbish.

I would prefer all rubbish that was non recyclable to be high intensity incinerated than go to landfill to cause problems later on. Regionally we should be investing as this for waste management.

RECYCLING REVIEW FEEDBACK - SUBMISSION 74

**Your contact details****Name**

Derek Evenson

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Can you please show us what investigation (if any) has been made in to developing a facility in Palmerston North that is capable of recycling the plastics you no longer have a market for?

RECYCLING REVIEW FEEDBACK - SUBMISSION 75

**Your contact details****Name**

jessica mclaughlin

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

More needs to be done to reduce waste!

The amount of packaging destroying our planet is very worrying to say the least :(

New Zealand may be small but if the government and council make everyone change then we could make a huge impact.

Enforcing retail stores to take massive steps to find more eco friendly options must happen!

Ditch most of the packaging being produced just to make the product look more appealing to the consumer.

RECYCLING REVIEW FEEDBACK - SUBMISSION 76



Your contact details

Name

Steven Young

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

There are two well known places that use all types of plastic: Future Post and a local business Second Life Plastics in Levin, surely a good option as they are only half an hour away?

RECYCLING REVIEW FEEDBACK - SUBMISSION 77

**Your contact details****Name**

Kararaina

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

While there is nothing to do with these, we could make art from it. I know money is a big impact on this but we could also burn it down to use for, signs, road barriers and bus stops stations so we aren't dealing with broken glass across walkways. We also could ban the use of these products from next year and ask for all products to be handed in to get it of the streets and landing in any water ways. We also could put needs on our water ways to stop finish going back out to the ocean. There should be a law that everything has to be used again even if fixed.

RECYCLING REVIEW FEEDBACK - SUBMISSION 78

**Your contact details****Name**

Bruce Thomson

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

Thanks for asking for ideas.

- About 2001, when I was on the Waste Management Advisory Board as a citizen, there was a meeting that included industries that did recycling.

- One of the industry guys waved a block of something in his hand, saying, "Any plastic, any plastic...!" meaning his company could make useful products out of any plastic. Maybe fence posts or road barriers etc. We have to remember microplastic degradation outcomes of that of course. 'Sorry, I don't remember the name of the guy or his company, but perhaps they still can do that. Maybe junk plastic can be encapsulated with less degradable, or even in concrete.

- Because of contaminants, I suppose we have to consider incineration, if the pollution can be scrubbed out and disposed of tolerably in landfill, much less volume than the plastic, until truly compostable plastics take over the market which a US friend says is already happening.

- I suspect the public is plain confused and frustrated by the complexity of distinguishing plastics. Whatever we do, let's make it simple to minimize fly dumping and endless explaining.

RECYCLING REVIEW FEEDBACK - SUBMISSION 79

**Your contact details****Name**

Catherine Hannon

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I thought that you couldn't recycle these anyway! So suits me fine too change it

RECYCLING REVIEW FEEDBACK - SUBMISSION 80

**Your contact details****Name**

Rob Mooar

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

This is rather concerning review as many of the items that we buy today, especially those at the lower cost end of the market, fit into the categories you outline in your review.

The general ethos behind recycling is to prevent non-compostable and polluting items from going to landfill where they will either sit for millennia not doing anything and potentially poisoning the ground and water it touches, does it make sense to stop recycling it?

If items with these classifications on them are removed from the allowable recycling, is the savings that will be made by not collecting/sorting/packing/storing/shipping of these items be reverted back into subsidising the cost of council rubbish bags and dumping fees so that Joe-home-owner or renter has a little more money to pay to dump their plastics that are to be deemed non-recyclable? This is what will need to happen, or you will start seeing people doing illegal dumping of things as you see with other non-recyclables such as tyres and polystyrene.

RECYCLING REVIEW FEEDBACK - SUBMISSION 81

**Your contact details****Name**

Briana Nicole Frey

Organisation**Your feedback** - Please give us your feedback on this proposed change to our bylaw:

I think council can do what they see fit with the plastics in question, that is not the main issue. The main issue, which needs to be addressed immediately, is stopping the manufacture of these plastics that can't be recycled here in NZ. As a consumer I do heaps, I do all that I can do. Councils and government now need to take decisive, immediate action to ban these plastics that can't be recycled here.

RECYCLING REVIEW FEEDBACK - SUBMISSION 82



Your contact details

Name

Bob Marley

Organisation

Your feedback - Please give us your feedback on this proposed change to our bylaw:

If it's so troublesome for city council to encourage recycling, let's just send everything to the landfill



PALMERSTON NORTH CITY

WASTE MANAGEMENT AND MINIMISATION BYLAW

2016

Administration Manual

(incorporating amendments as at 6 November 2017)

Document control

Version No.	Reason for amendment	Date
1.0	Adopted by Council	26 September 2016
2.0	Updates to conditions for kerbside collection, revised workflows for enforcement, and correct various typographical errors	30 April 2018
3.0	Removal of plastic grades 3,4, 6 and 7 from the approved diverted materials table	

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Authorisation

	Name	Signature	Date
Prepared by			
Reviewed by			
Authorised by			

PART 1 – INTRODUCTION

The purpose of this Administration Manual is to provide information complementary to the Waste Management and Minimisation Bylaw by bringing together those aspects which may otherwise be included in the Bylaw, but which are of a technical or administrative nature, or operational matters that are likely to be amended before the Bylaw is reviewed. This approach has been adopted to simplify the administration of the bylaw, allow for administrative and technical processes to be kept up to date, and assist in interpretation of the bylaw.

The Administration Manual is made under the bylaw, and governs the implementation and operation of the bylaw. The Administration Manual is a public document, and is available on the Council's website alongside the bylaws. A hard copy can be provided on request.

This Administration Manual will be updated from time to time, as necessary, to ensure that it is kept up to date and reflects current practice. Amendments to this document will be made by a resolution of Council and either the General Manager for City Networks or the Water and Waste Services Manager will sign off any changes made to this document as a result of such resolution.

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Palmerston North Waste Management and Minimisation Bylaw 2016 - Administration Manual

PART 2 – STANDARD CONDITIONS FOR COUNCIL KERBSIDE COLLECTION AND WASTE AND DIVERTED MATERIALS FACILITIES

The following conditions apply to the Council kerbside collection service.

Conditions for Waste Collection (“rubbish bag collection”)

1. Only an approved collection bag may be used for waste. An approved collection bag is one that has the Council logo displayed on it, and is available to purchase from Council offices, or retail outlets within Palmerston North. The maximum acceptable weight for a single collection bag is 10 kilograms.
2. The approved collection bag must be placed for collection on the berm or verge outside the property no later than 7.30am on collection day, must be visible from the road, and must not impede pedestrian or vehicular traffic. Where there is no berm or verge the approved collection bag must be placed immediately outside the property boundary facing the road, provided that doing so will not pose a hazard to vehicular or pedestrian traffic. The property occupier remains responsible for any waste that may escape (for example, due to interference from animals) from the collection bag before it is collected.
3. There are three categories of waste: approved, controlled and prohibited waste, defined in part three of the Administration Manual. No prohibited items may be placed in an approved collection bag.
4. The Council may refuse to collect an approved collection bag if the above conditions are not met. In the event of non-collection of an approved collection bag, the occupier of the property must remove the collection bag from the berm or verge.

Conditions for Diverted Material Collection (“wheelie bin and glass crate”)

General

1. Only an approved collection container may be used for diverted materials. An approved collection container is one that has the Council logo, or both the Council logo and a Council-registered identifier on it.
2. Only approved diverted materials may be placed in the collection container. A table of approved diverted materials which may be placed

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Palmerston North Waste Management and Minimisation Bylaw 2016 - Administration Manual

in the approved collection container is included in Part 3 of the Administration Manual.

3. An approved collection container must not be filled or loaded such that the lid (if applicable) cannot be closed, or that the contents extend over the top edge of the container, or so that the contents cannot flow freely from the container.
4. Once it has been placed on the berm or verge for collection, no person may deposit into, or remove anything from, an approved collection container other than the occupier of the property or an authorised officer.
5. The property occupier remains responsible for any materials that may escape from the approved collection container before it is collected.
6. The maximum acceptable weights for approved collection containers are as follows:
 - a. Glass (45 litre black plastic crate): 18 kilograms
 - b. Other diverted materials (black wheelie bin with orange lid): 100 kilograms for 240 litre wheelie bin; 40 kilograms for 80 litre wheelie bin.

Ownership

7. Approved collection containers for approved diverted materials are allocated to eligible properties and shall remain at the eligible properties at all times for use in the Council kerbside collection service. Additional approved collection containers may be supplied on request to the Council, subject to the payment of an additional annual fee, as set out in the Council's Schedule of Fees and Charges.
8. Approved collection containers are supplied by the Council direct to the property occupier. Where the occupier of the property is not the owner of the property, the owner must not withhold from the occupier the approved collection containers supplied by the Council.
9. The approved collection containers remain the property of the Council and must not be intentionally damaged, altered, or disposed of or used for any purpose other than the Council kerbside collection service. The owner of the property will be liable for the cost of any replacement or repairs necessary to reinstate the approved collection containers to their operable state.
10. The Council reserves the right to use measures, whether electronic or otherwise, to identify and locate approved collection containers.
11. The Council reserves the right to recover or repossess any approved collection container where that container is not used at the eligible property to which it has been allocated.

Placement

12. The approved collection container must be placed for collection on the berm or verge outside the property no later than 7.30am on collection day, must be visible from the road, and must not impede any pedestrian or vehicular traffic. Where there is no berm or verge the approved collection container must be placed immediately outside the property boundary

facing the road, provided that doing so will not pose a hazard to vehicular or pedestrian traffic.

13. Collection containers should not be placed closer than 0.5m to another collection container or other permanent structure, or fixed or secured to any other container or structure.
14. No items should be placed on top of an approved collection container.

Timing

15. The approved collection container must be removed from the berm or verge before 7.30pm on collection day, and must be stored on the property to which it is assigned.

Nuisance

16. Where an approved collection container is causing an offensive odour, or is attracting vermin, the occupier is responsible for cleaning the container to remove the nuisance.

Refusal to collect

17. The Council may refuse to collect an approved collection container if the above conditions are not met. In the event of non-collection of an approved collection container the occupier of the property must remove the collection container from the berm or verge and store the container on the property to which it is assigned.
18. The Council reserves the right to determine the level of compliance with these terms and conditions that justifies non-collection of an approved collection container. In determining the level of compliance with these terms and conditions, the Council will have regard to the following factors:
 - a. The volume of non-approved materials in the approved collection container (for instance, a negligible amount of non-approved materials may not warrant non-collection).
 - b. The type of non-approved materials in the approved collection container (for instance, non-approved materials which can be readily identified and easily removed may not warrant non-collection).
 - c. The condition of non-approved materials in the approved collection container (for instance non-approved materials which are generally clean or inoffensive may not warrant non-collection).

Conditions for use of Waste and Diverted Material Facilities (“transfer stations and recycling centres”)

1. All users of waste and diverted material facilities must comply with all instructions or directions provided by the site operator or site staff.
2. All users of waste and diverted materials facilities must comply with all health and safety signage.
3. All users of waste and diverted materials facilities must pay the appropriate fee (where applicable) before unloading and depositing items.
4. All items must be deposited into the appropriate container or area or as advised by staff and/or signs posted at each facility.

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PART 3 – CLASSIFICATION OF WASTE AND DIVERTED MATERIAL

This Part is specific to Council's kerbside collection services and waste and diverted materials facilities.

Approved, controlled and prohibited waste

Approved waste

Any waste which is not controlled waste or prohibited waste is considered approved waste.

Controlled waste

The following items are considered controlled waste, provided they are contained so as to prevent injury, damage or loss, secured to avoid puncturing the collection bag, or contained to prevent nuisance including a smell nuisance (for instance, wrapped in paper):

- Broken glass, broken china, broken plastic, razor blade, knife, or any other material capable of causing injury;
- Any sharp object or material capable of puncturing the collection bag or material capable of being rendered so during collection;
- Any perishable waste, such as vegetable and meat scraps.

Prohibited waste

The following items are classified as prohibited waste:

- Any explosive, flammable, infectious, radioactive, corrosive or toxic material, oxidant, or any other matter of any kind whatsoever that may endanger any person, animal or vehicle which may come into contact with the material at any time prior to, during or after disposal;
- Liquids;
- Hot ashes or other hot material;
- Compressed-gas cylinders;
- Asbestos-containing materials. (If you think that the material you are handling may contain asbestos please contact the Ministry of Business, Innovation and Employment. More information can be found on their website at <http://www.dol.govt.nz>.);
- Hazardous waste.

Approved diverted materials ("Recycling")

The following table shows the approved diverted materials accepted at each of the waste and diverted materials facilities and in the Council kerbside collection service. A tick indicates that the material is accepted in the Council kerbside collection service or at the waste and diverted materials facilities (subject to any noted conditions). A cross indicates that the material is not accepted in the Council kerbside collection service or at the waste and diverted materials facilities. Materials in bold may incur a charge for disposing those items.

Materials	Council Kerbside Collection	Awapuni Resource Recovery Park	Ferguson Street Recycling Centre	Ashhurst Transfer Station
Glass bottles and jars that once contained food or beverage	√ ¹	√	√	√
Plastic containers identified with recycling symbol numbered 1-7 1,2 and 5	√ ²	√	√	√
Steel tins and aluminium cans	√ ²	√	√	√
Empty aerosol cans	√ ³	√	√	√
Clean paper and cardboard	√ ⁴	√	√	√
E-waste	X	X	√	X
Green waste	X	√ ⁵	X	√ ⁵
Compact Fluorescent Light Bulbs	X	X	√	X
Batteries	X	X	√	X

Notes:

1. Glass crate only. Washed with the lids off (the lids can go in the wheelie bin).
2. Wheelie bin only. Washed with lids off.
3. Wheelie bin only.
4. Wheelie bin only. Includes office paper, magazines, newspaper, egg cartons, cereal boxes, and envelopes.
5. Approved green waste excludes the following types of organic material: Sawdust, soil, stones and gravel, flax and bamboo, animal waste, ash, leather items, clothing, shoes or fabric, nappies, any organic material contaminated with chemicals known to compromise the quality of compost.

Prohibited diverted materials

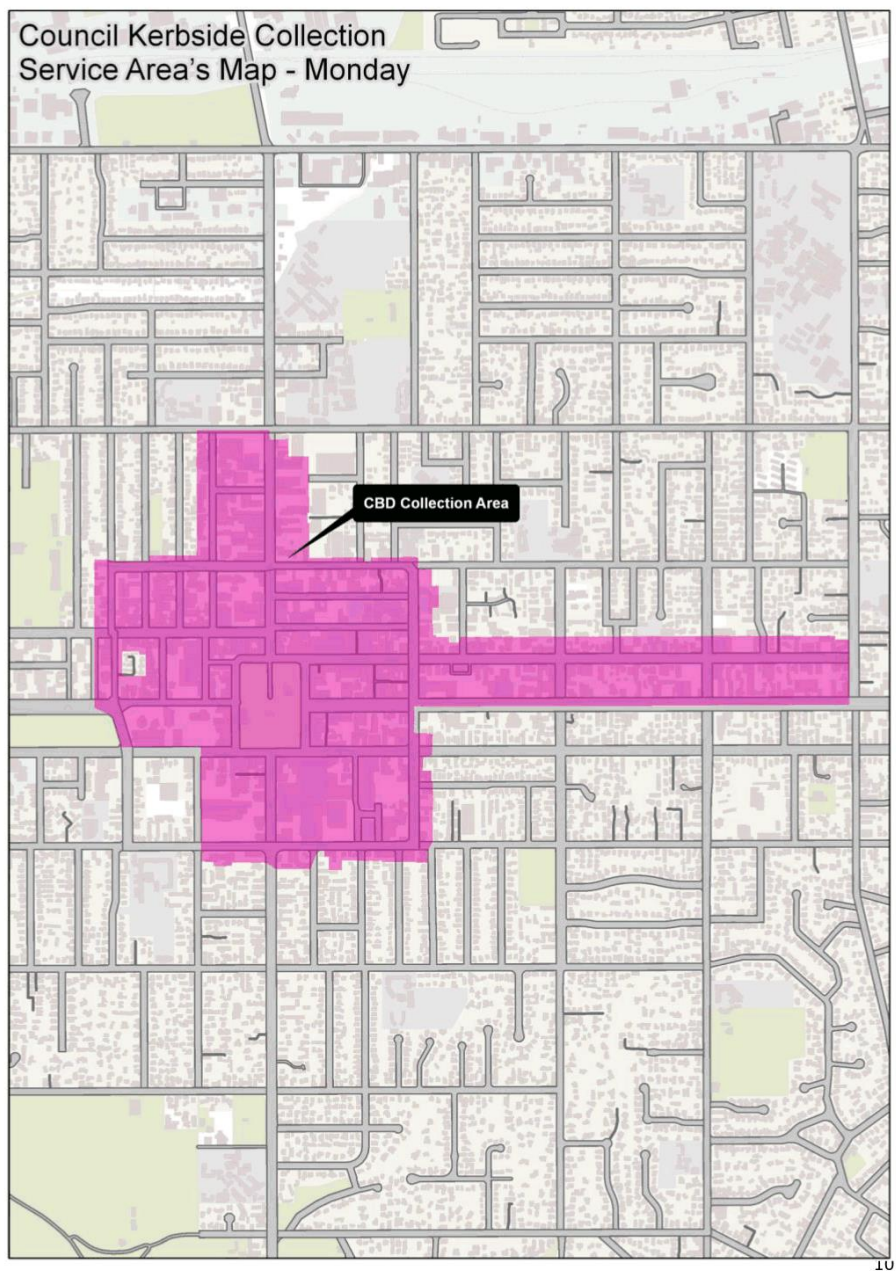
Materials not listed as approved diverted materials are prohibited diverted materials. The following list indicates materials that are not able to be recycled at waste and diverted materials facilities and Council's kerbside collection service:

- Plastic wrap (e.g. Glad Wrap);
- Shopping and bread bags and other single-use plastic bags;
- Soft plastic bags and wrappers;
- Plastic containers identified with recycling symbol numbered 3, 4, 6 and 7
- Aluminium foil;
- Drinking glasses;
- Organic waste (excluding green waste);
- Needles (some pharmacies may provide a safe bin for needles and other sharp medical instruments);
- Pesticides, oil or hazardous chemicals;
- Ceramics, crockery, porcelain and ovenware including Pyrex products;
- Mirrors, window glass or broken glass;
- Light bulbs (the Ferguson Street Recycling Centre accepts compact fluorescent bulbs);
- Bubble wrap;
- Hot and cold ashes;
- Polystyrene (includes polystyrene meat and food trays);
- Tissues, serviettes, paper towels, toilet paper, wipes or similar items;
- Materials contaminated with food or human waste e.g. tissues and paper towels;
- Paint;
- Batteries (the Ferguson Street Recycling Centre accepts batteries);
- Perspex;
- Construction and demolition waste;
- Electric cables, string, and rope;
- Gas bottles;
- Any liquid.

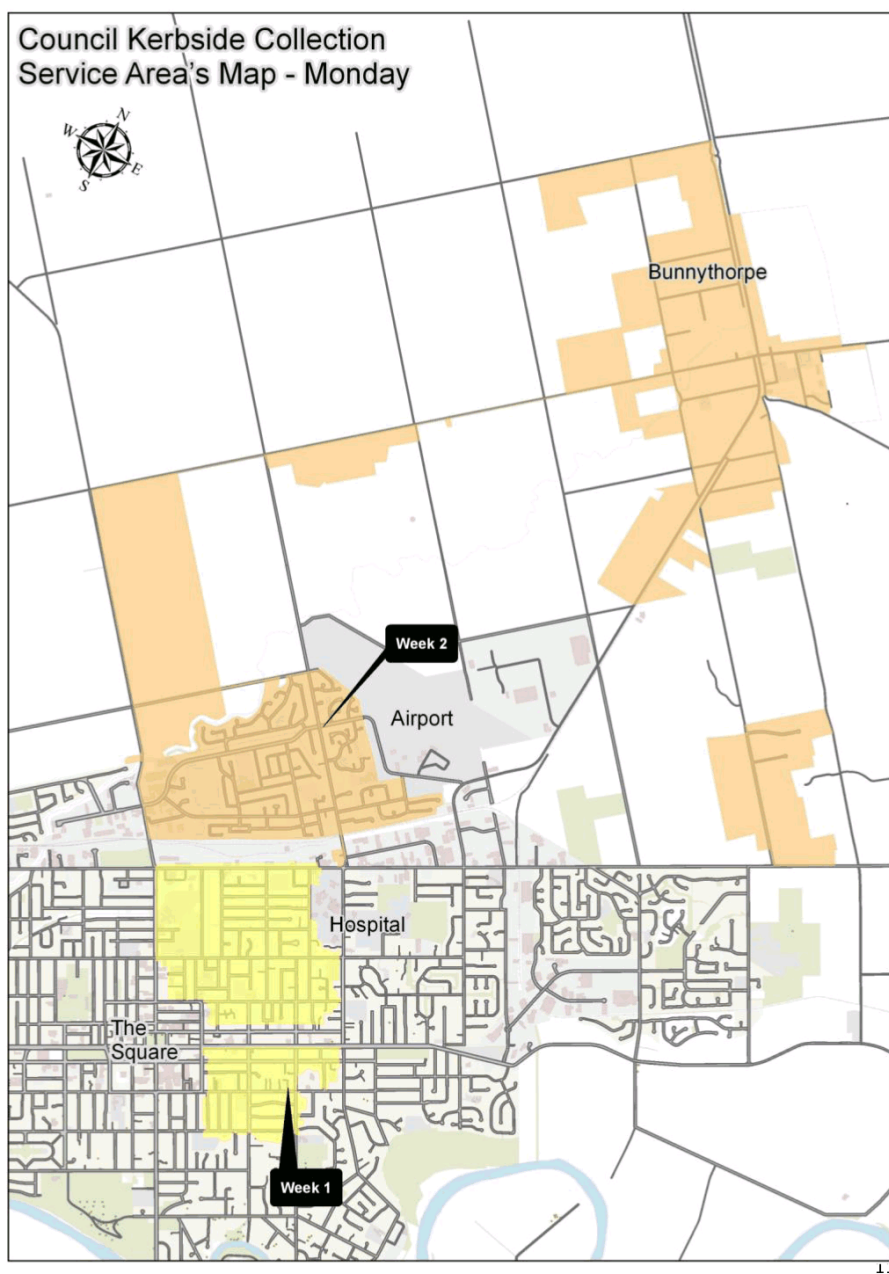
The following maps show the coverage of the Council's kerbside collection service.

Each map identifies the areas to which the stated collection day applies. Those properties within the highlighted area are eligible for the Council kerbside collection service on the day stated on that map.

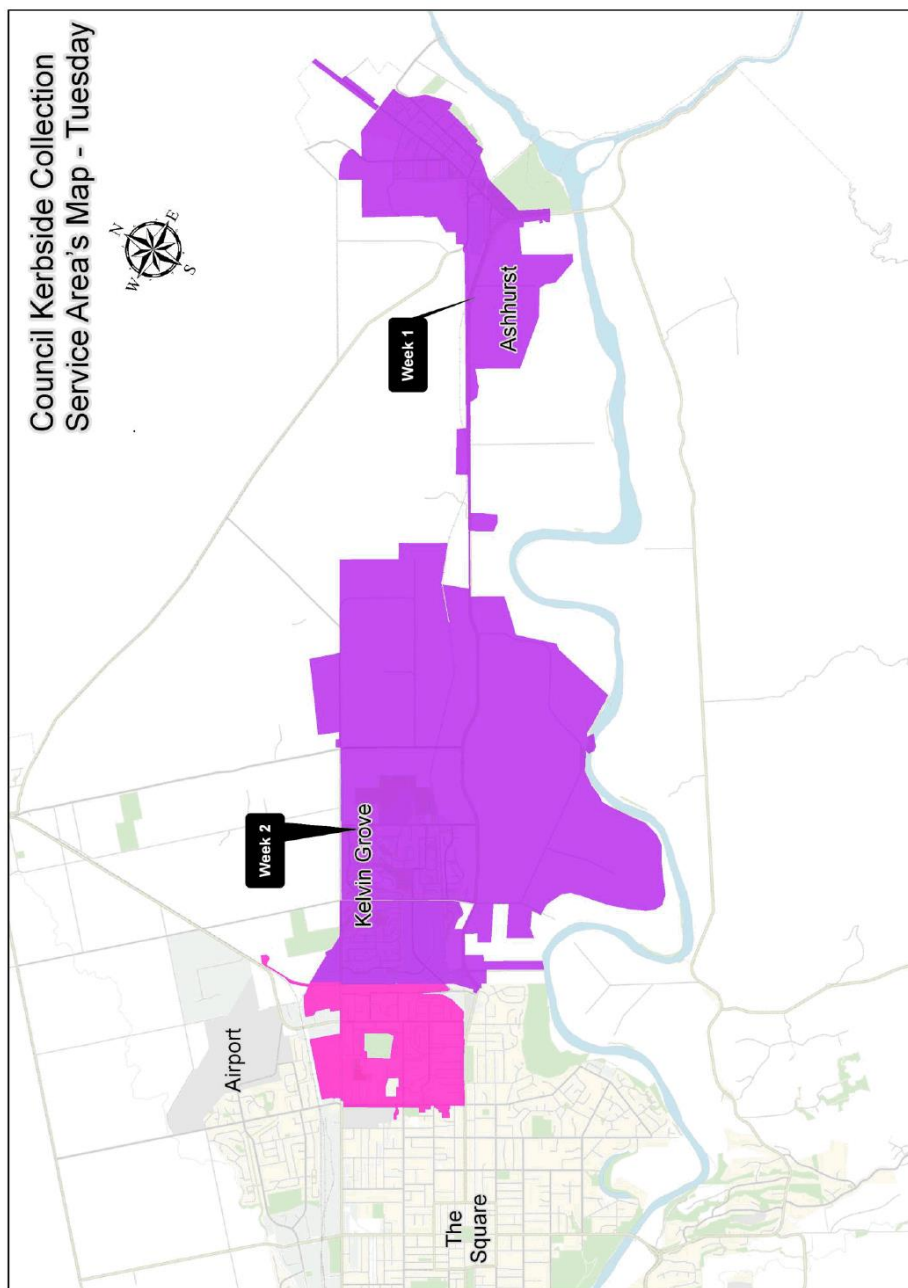
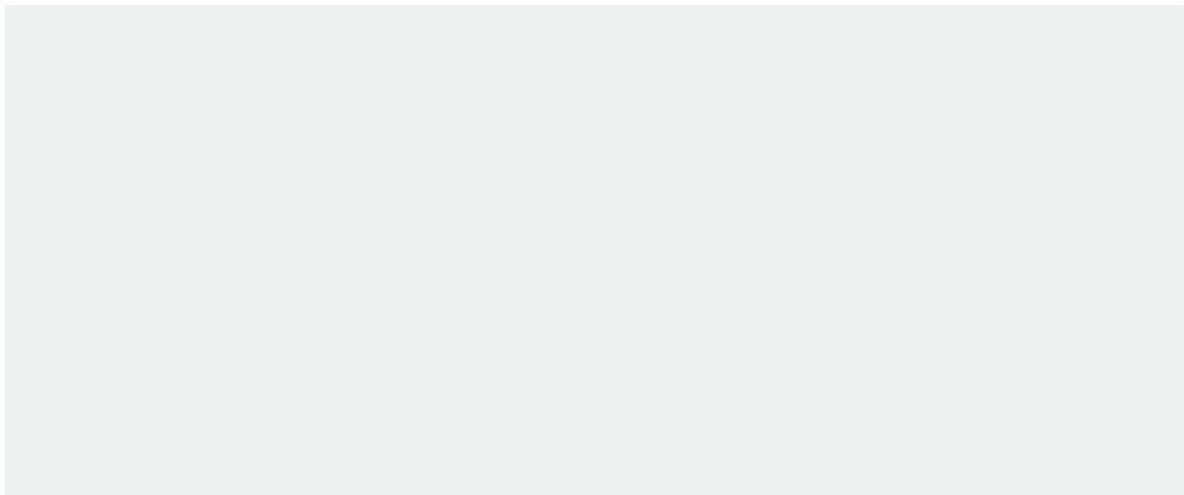
Council operates an alternating collection service for recycling. Each year Council publishes a "Week 1" and "Week 2" calendar that identifies for each week of that year whether the kerbside service is collecting either the "wheelie bin" or the "glass crate". Where the maps in this section indicate an area as "Week 1" or "Week 2", this identifies which week applies to that area.

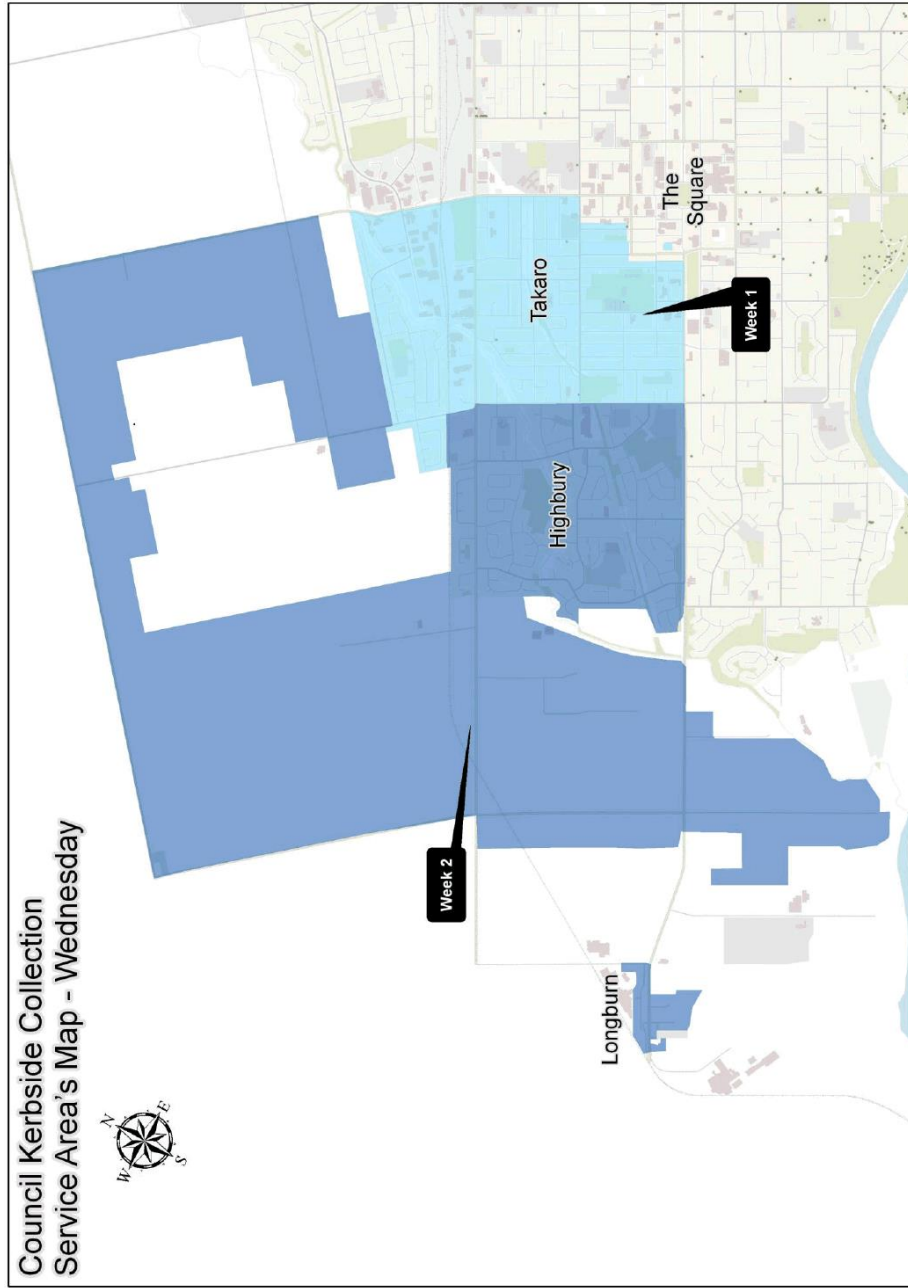


Palmerston North Waste Management and Minimisation Bylaw 2016 - Administration Manual

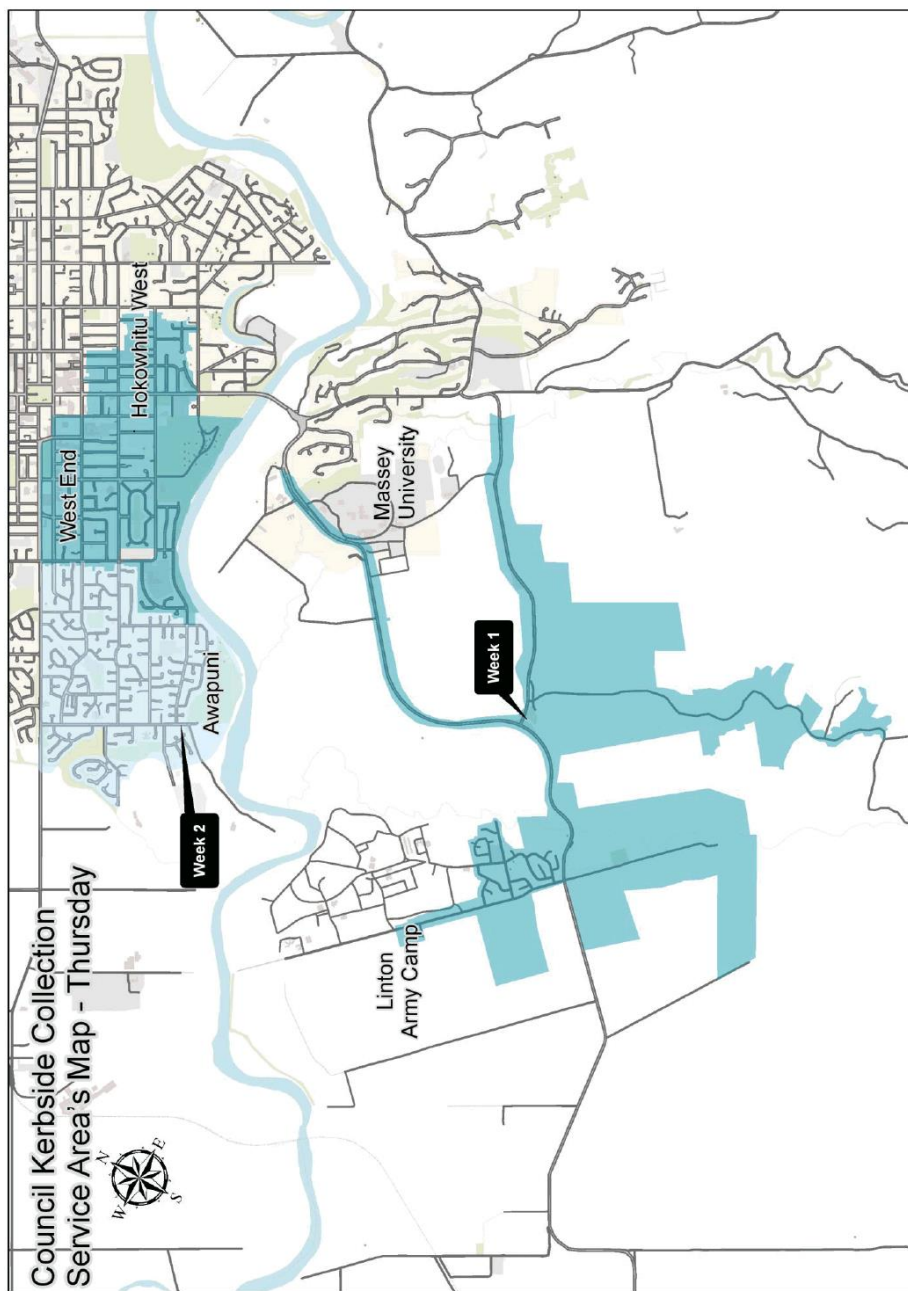


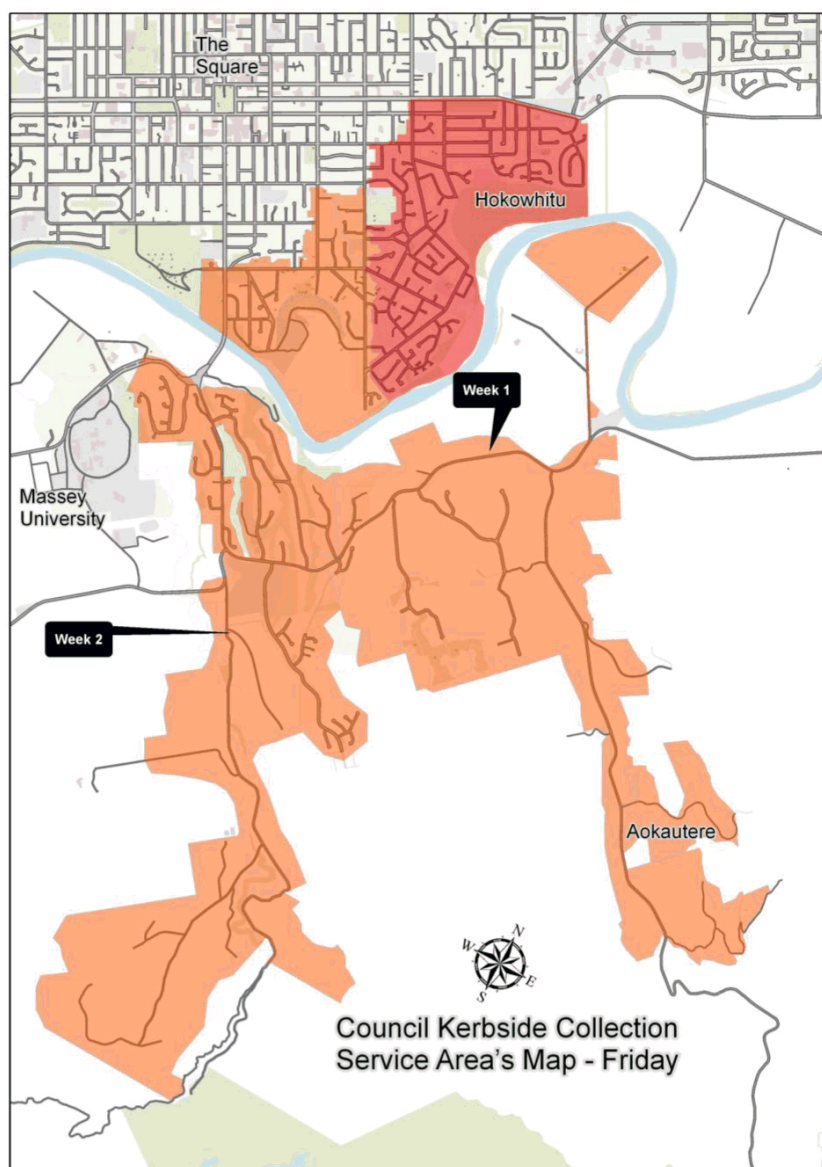
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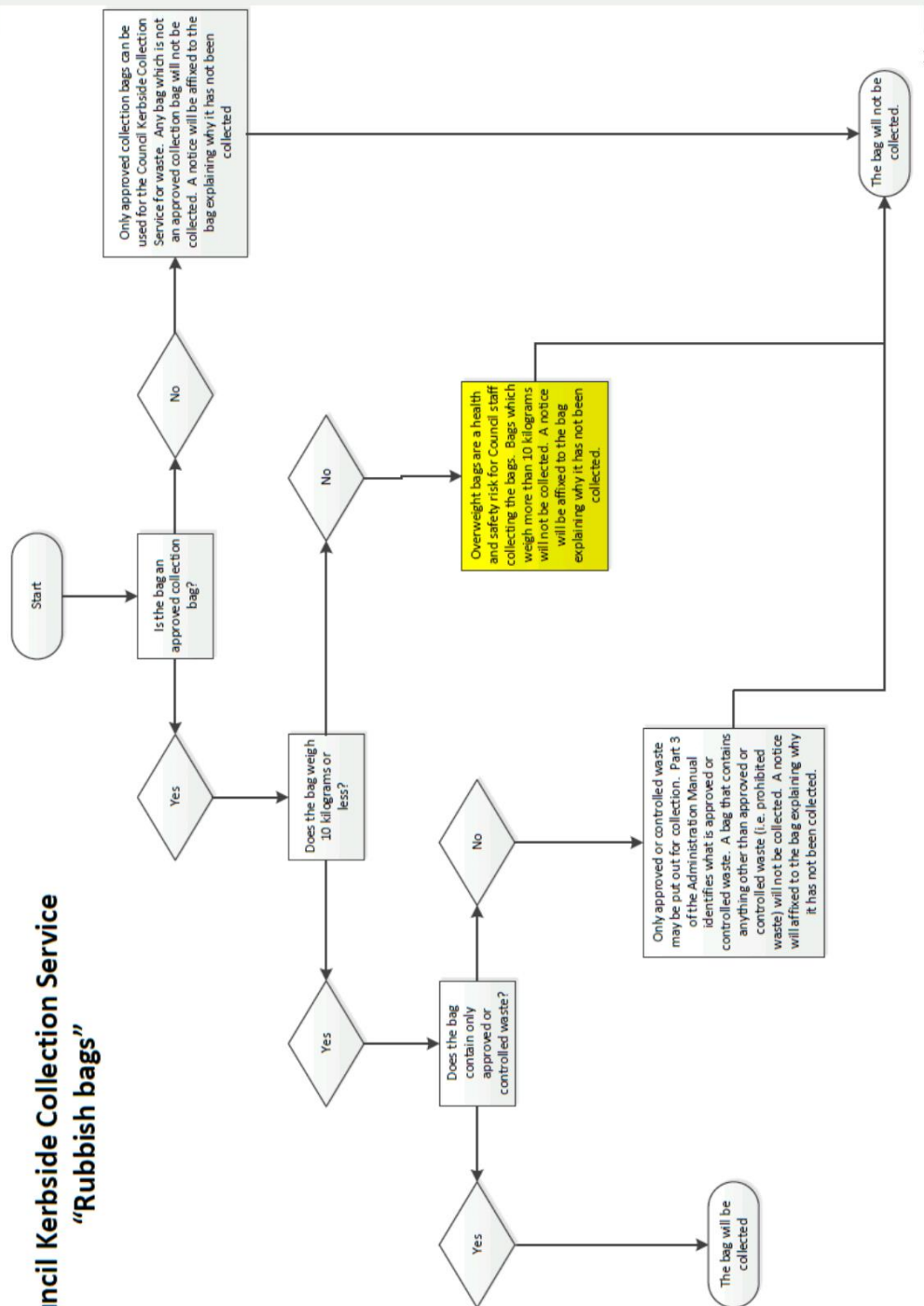




PART 4 – POLICY FLOWCHART FOR COUNCIL KERBSIDE COLLECTION SERVICE ENFORCEMENT

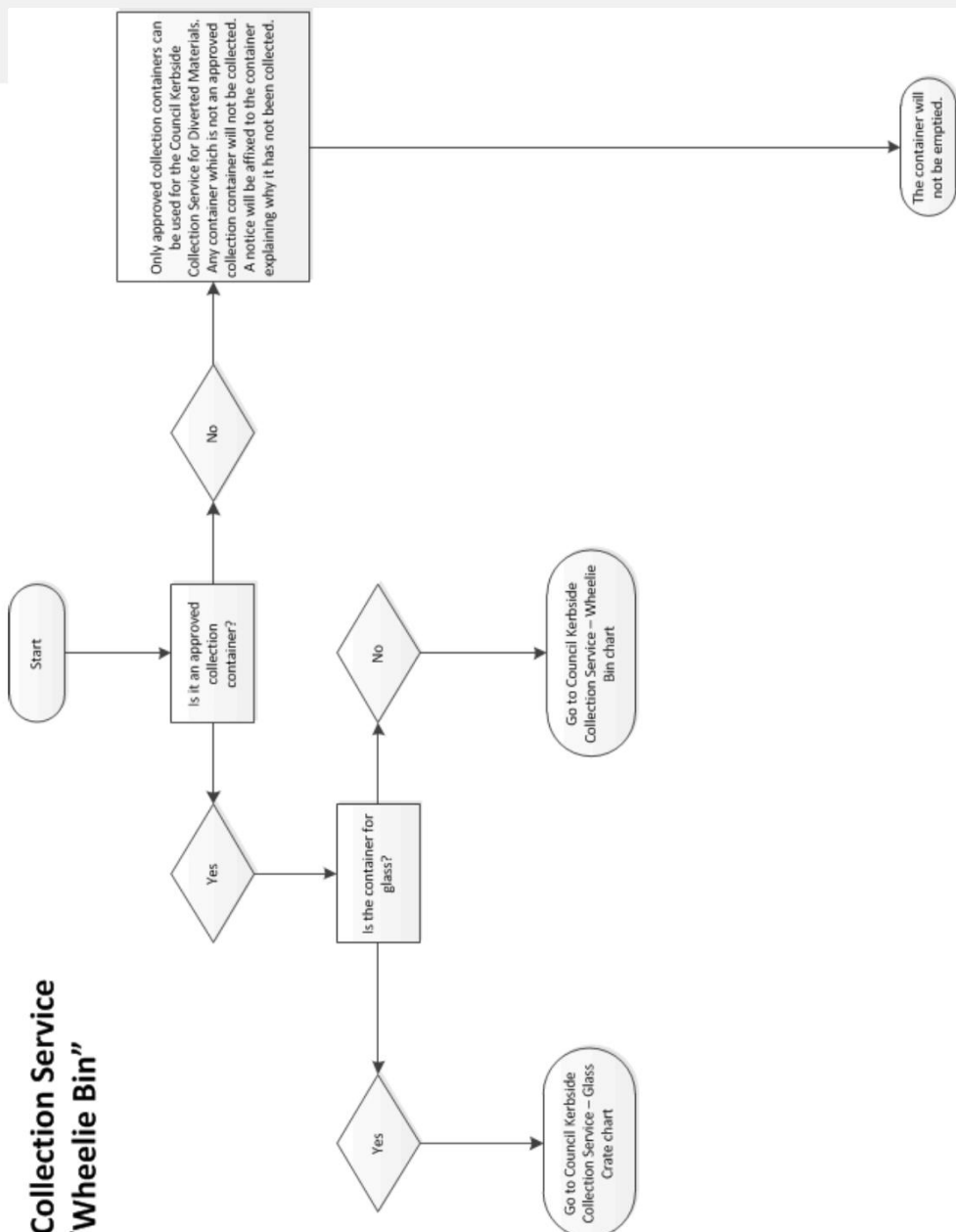
The following flowcharts describe how Council staff will determine compliance with the terms and conditions for the Council kerbside collection service, and what action should be taken in the event of non-compliance.

Council Kerbside Collection Service "Rubbish bags"

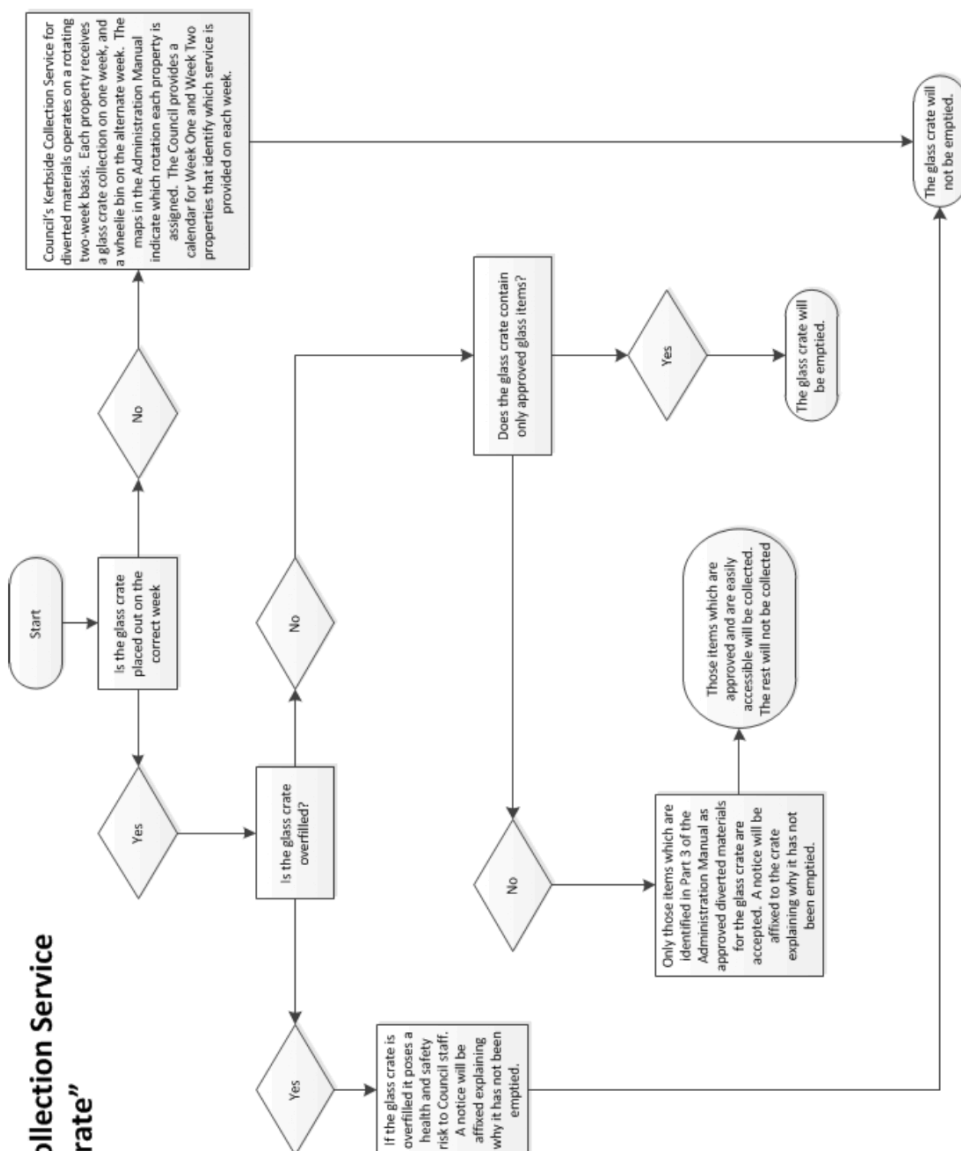


Palmerston North Waste Management and Minimisation Bylaw 2016 - Administration Manual

Council Kerbside Collection Service "Glass Crate/Wheelie Bin"

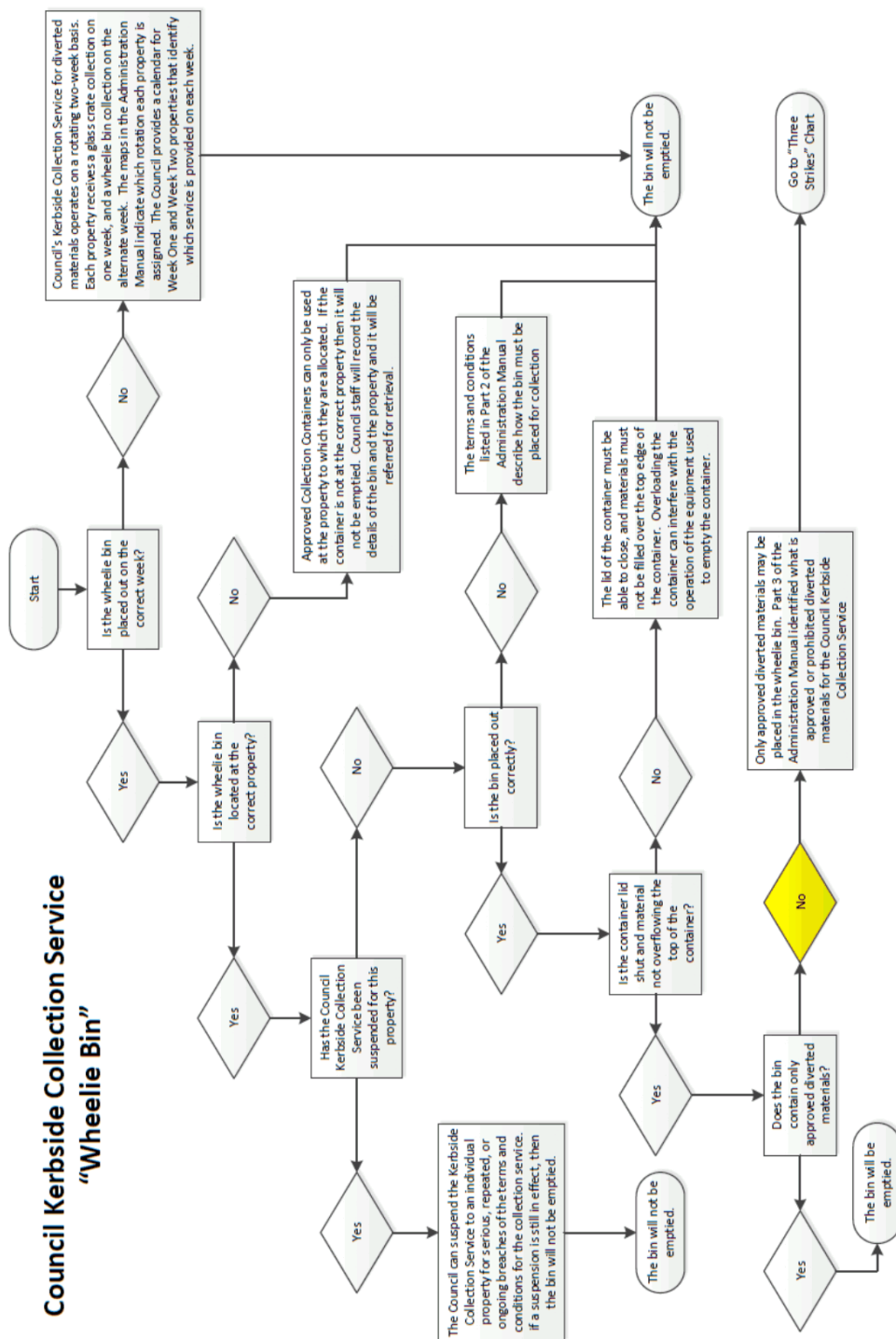


Council Kerbside Collection Service "Glass Crate"



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Council Kerbside Collection Service "Wheelie Bin"





PART 5 – COMMERCIAL WASTE COLLECTOR LICENCE – TERMS AND CONDITIONS

A commercial waste collector licence is subject to the following conditions:

Scope of licence

1. The licence commences on the date it has been signed by the Licensee and the Council. The duration of the licence will be stipulated in the Licence.
2. Only waste or diverted materials of the type identified on the licence may be collected by the licence holder.

Reporting and auditing

3. The licence holder must provide to the Council a monthly report on its waste and diverted material collection activities for the month prior no later than the 20th day of the month following the period reported on.
4. The information in the report must include the following details:
 - a. The amount (by weight in tonnes) of waste and diverted materials collected by the licence holder; and
 - b. A breakdown of the waste and diverted materials by type of material; and
 - c. Where the waste and diverted materials were deposited.
5. The Council reserves the right to audit the reports provided by the licence holder. For audit purposes, the Licence Holder will be required to grant Council or its designated contractor access to information reasonably necessary to validate the reports provided in accordance with the terms and conditions of the licence.

Confidentiality

6. Commercially sensitive material received from the commercial waste collector licence holder that the License-holder wishes to keep confidential must be stamped "commercially sensitive" by the licence holder and will be received by the Council on that basis under the Local Government and Official Information and Meetings Act 1987 and held subject to that Act.

Bond

7. The licensee may be required to lodge a bond with the Council, as security against costs that may be incurred by the Council in the event of non-compliance with the licence.

Liability and indemnity

8. The Council is not responsible or liable in any way whatsoever in respect of the actions of the licensee or the compliance or otherwise of the licensee with the terms of this licence.

Compliance

9. The licensee must comply with applicable laws, bylaws, regulations and Council's standards and policies, including the Council's Waste Management and Minimisation Plan.
10. The Council may require that the licensee has a Traffic Management Plan in place.
11. If a licensee does not comply with the licence, the Council may:
 - a. Issue a written warning to the licensee, which may be considered as evidence of a prior breach of a licence condition during any subsequent review of the licence;
 - b. Review the licence, which may result in
 - i. amendment of the licence; or
 - ii. suspension of the licence; or
 - iii. termination of the licence;
 - c. Have recourse to any bond where the Council has incurred any cost as a result of the breach of the licence condition, including where the Council has itself performed or arranged for the performance of any licensed activity on the default of the licensee;
 - d. Review the amount and nature of the bond, which may result in:
 - i. an increase of the amount of the bond;
 - ii. a change to the nature of the bond that has been provided;
 - e. Enforce any offence that may have been committed under the Litter Act 1979;
 - f. Enforce any breach of the Bylaw, as provided for in the Health Act 1956, the Local Government Act 2002 and the Waste Minimisation Act 2008.

Termination of licence

12. The licensee may terminate the licence by giving two months' notice in writing, or at a shorter notice by agreement with the Council.
13. The Council may terminate the licence:
 - a. With one months' notice in writing, where the terms and conditions of the licence have not been met by the licensee;
 - b. Immediately, without written notice, where the terms and conditions of the licence have not been met by the licensee and the breach of the terms and conditions poses a risk to the health and safety of any person or damage to Council property, or where the licensee breaches the Bylaw.

Application Form



Palmerston North City Council Waste Management and Minimisation Bylaw
Commercial Waste Collector Licence

(Any enquires please phone Palmerston North City Council 06 356 8199)

1. APPLICANT DETAILS

Company Name: _____

Associated brand names: _____

Phone: _____ Mobile: _____

Email: _____ Fax: _____

Mailing Address: _____

Physical Address: _____

Name of key contact: _____

Telephone Number 24/7: _____

Principle of company (Name): _____

Phone: _____

2. APPLICATION PERIOD

From _____ to _____ (maximum licence period 5 years)

Licensee and Council checklist. Please ensure you complete all paperwork before returning.

	<i>Licence Applicant</i>	<i>Council</i>
Form completed?		
Public Liability Insurance certificate attached		
Fee paid		
Terms and conditions received		
Issue licence		

3. DETAIL OF ACTIVITY

Type of material being received and handled under the licence

Please tick

Domestic waste	<input type="checkbox"/>
Recyclables	<input type="checkbox"/>
Green Waste	<input type="checkbox"/>
Construction and demolition waste	<input type="checkbox"/>
Commercial waste	<input type="checkbox"/>
Inorganic waste	<input type="checkbox"/>
Hazardous waste	<input type="checkbox"/>
Other (Please specify) _____	<input type="checkbox"/>

4. TYPE OF APPROVED CONTAINERS COLLECTED

TYPE	VOLUME (CAPACITY)

5. FACILITY/FACILITIES TO WHICH MATERIAL WILL BE TRANSPORTED BY THE COLLECTOR

Name the type of facility/facilities (e.g. Transfer Station, landfill, cleanfill, compost site, recycling plant, materials processing sites, Resource Recovery Facility)

FACILITY NAME AND TYPE	LOCATION	WASTE TYPE

25

Please cover as appropriate

- How often and from where do you collect material?
- How is it transported?
- Will the material be commingled in your collection vehicles?
- How will the operator determine tonnages collected?
- How is the material recycled, recovered, reused?
- Is there any treatment of the material? If so what kind of treatment?

[illegible]

Please attach details indicating the number and type of vehicles, their registration numbers, and what load containment measures are being used.

[illegible]

(Please attach any extra vehicles' information on a separate page)

8. EXPERIENCE

Provide details of your experience in the waste industry.

Please describe in the box below (or attach a separate sheet):

9. PAST OPERATIONAL ISSUES

Provide details of any operational issues that might have affected your ability to perform in the past.

10. PUBLIC LIABILITY

Provide a copy of certificate of public liability insurance covering the licence period. (A certificate from a broker is sufficient.)

11. DECLARATION

I/we agree to be bound by and fulfil all terms and conditions of the licence by signature, including (without limitation) meeting all information and reporting requirements.

I/we declare that all information provided in this application and any (numbered) attachments and any information subsequently provided under the terms and conditions of the licence are correct and accurate.

Signature of applicant: _____

Name and Title of applicant: _____

Date: _____

Please note: The person completing this application must be authorised, in writing, to act as a signatory on behalf of the applicant.

Please ensure you complete all paperwork before returning

PART 6 – TERMS AND CONDITIONS FOR EVENTS WASTE MANAGEMENT AND MINIMISATION

The following terms and conditions apply to any event held on Council land or with Council funding:

1. The event organiser must take all reasonable steps to minimise the amount of waste generated at the event. This includes encouraging event participants (e.g. food vendors) to minimise the amount of packaging used or given out. Non-recyclable materials such as foil or foil-lined packaging, polystyrene or Styrofoam containers or cups, wax-lined paper cups or tetra packs should not be used at events and the event organiser should communicate this to the event participants.
2. The event organiser must take all reasonable steps to encourage recycling opportunities for materials used at the event. This includes:
 - a. Using 100% compostable packaging, single-use beverage cups and utensils. Compostable materials are paper or cardboard (not plastic-lined), corn-starch/potato-bases/sugar-cane based packaging, bamboo, PLA ("plant plastic"). Where the use of compostable materials is not practicable, food packaging should be made from recyclable or reusable materials.
 - b. Promoting to event attendees opportunities to recycle packaging.
3. The event organiser is responsible for ensuring both waste and recycling bins (with the types of material that can be accepted in each type of bin) are available and distributed widely around the event location.
4. The event organiser is responsible for ensuring that all waste and recyclable material collected at the event is disposed of correctly.

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 10 March 2021

TITLE: Turitea Reserve Management Plan Review

PRESENTED BY: Robert van Bentum, Manager - Transport and Infrastructure

APPROVED BY: Geoffrey Snedden, Acting Chief Infrastructure Officer

RECOMMENDATION(S) TO COUNCIL

1. That Council, as the Administrating Body¹ under the Reserves Act 1977, approve a partial review of the Turitea Reserve Management Plan (2006) involving key stakeholder engagement with a focus on biodiversity and the relationship with tangata whenua as described in Option 2 of this report titled 'Turitea Reserve Management Plan Review' presented to the Planning & Strategy Committee on 10 March 2021.

1. ISSUE

- 1.1 The Turitea Reserve Management Plan (RMP) was first approved in 2004. The plan included a commitment to undertake a review of the plan every five years. Central Government guidance from the Department of Conservation recommends that management plans are reviewed at least ten-yearly.
- 1.2 Management of the Turitea Reserve has continued to evolve over the years. In recent years, following collaboration with Rangitāne o Manawātū (Rangitāne), Council has implemented several significant biodiversity initiatives. This includes a project to capture and transfer eels between the upper dam catchment and Turitea Stream below the Water Treatment Plant (WTP). In addition, Council has been engaging a range of partners including DOC and Rangitāne to identify opportunities for re-establishing native bird populations within the reserve.
- 1.3 There has also been significant legislation enacted since 2006 which is not yet reflected in the Turitea RMP, including a range of National Policy Statements. It is recommended that the Turitea RMP be reviewed to consider whether its provisions need to be amended to give effect to the policy and legislative changes.

¹ As an Administrating Body a Local Authority may delegate the decision to review or amend a Reserve Management Plan to a committee or sub-committee of Council. However, decisions cannot be delegated to an officer of Council.

- 1.4 To help inform the proposed review scope, Council commissioned Ground Truth consultants to provide advice on the scope and approach. This work included a legal review by Natural Resources Law. The review scope recommendation report including the brief legal review is included as Attachment 1 to this report.
- 1.5 A review of the Turitea RMP is now well overdue. This report to Council summarises three potential options for undertaking the review process. Officers have proposed a preferred approach for the review drawing on external advice and finding a balance between engagement with key stakeholders and wider public consultation.

2. BACKGROUND

- 2.1 Turitea Reserve provides several key functions for the people of Palmerston North and the surrounding area. As well as being the water supply catchment for the majority of the water supplied to the city, it is an important haven for flora and fauna, an area of significance to Rangitāne o Manawatū, and now along its upper elevations the site of a new wind farm. See Figure 1 on the following page for a detail of the extents of the reserve. The reserve in its entirety consists of the Turitea water supply catchment, Brown's Flat and Hardings Park.

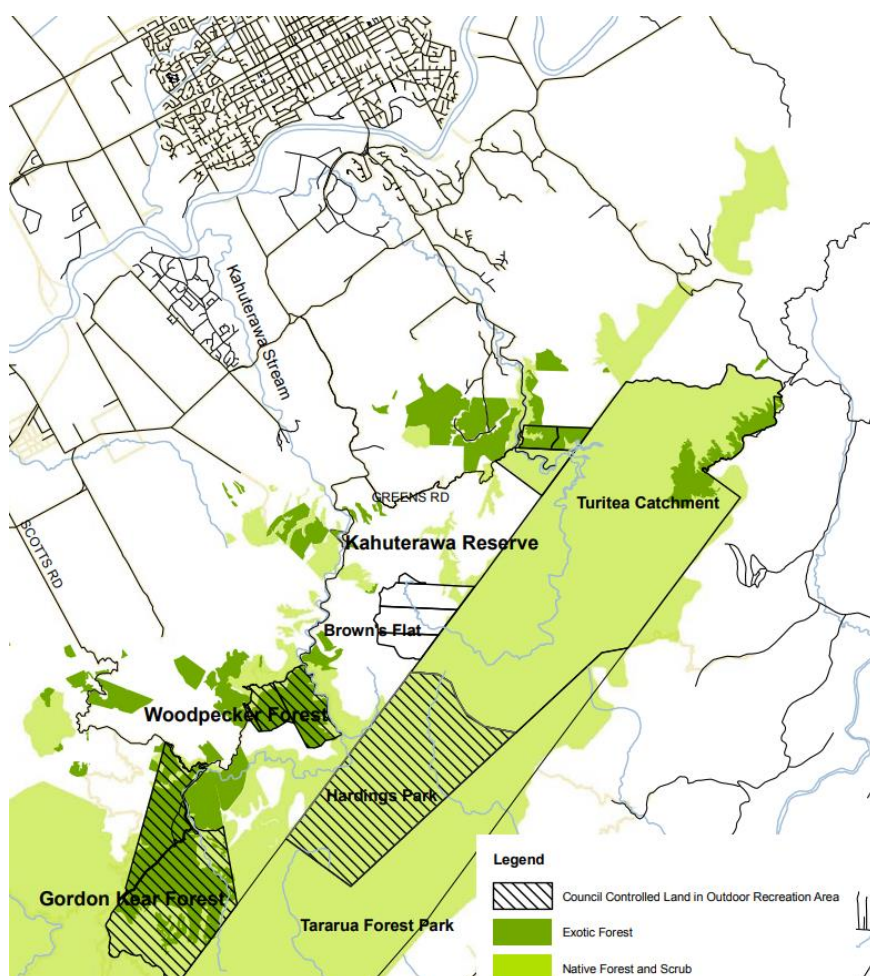


Figure 1: Turitea Reserve (Turitea Catchment, Brown's Flat, Hardings Park)

- 2.2 The Turitea Reserve is currently gazetted as a Local Purpose Reserve for the purpose of “renewable electricity generation, water supply and protection of indigenous flora and fauna” (NZ Gazette Notice 11/01/07 pp 48-49).
- 2.3 Palmerston North City Council’s (PNCCs) current Turitea RMP has been operative since 2006 and covers some 3,500 hectares of reserve in and around the Turitea water supply catchment, including Hardings Park on the Tararua Ranges.
- 2.4 The protected reserve area has a rich and bountiful history and today “represents 90% of the ecology of Palmerston North City”². The Turitea Stream is the main source of safe drinking water for the City.
- 2.5 Bounding the Turitea catchment are a number of landmark peaks of significance to Rangitāne o Manawatū and other iwi, including Tirohanga, Mairehau (Bryant Hill), Ramiha and Mārima. The latter was transferred from DOC to Rangitāne under the Rangitāne o Manawatū Claims Settlement Act 2016. There is an opportunity to tell these stories and enhance both visitor and online experiences.
- 2.6 Resource consents were previously been granted for the Turitea wind farm in the Turitea Reserve (6/9/2011) and for the Puketoi wind farm in the Tararua District (22/6/2012). The latter consent includes provision for a short section of transmission lines from Puketoi to the sub-station that is being constructed at the south eastern edge of the Turitea wind farm, to allow electricity generated from Puketoi to enter the national grid without a second set of transmission lines over the Tararua Ranges.
- 2.7 PNCCs contract with Mercury Energy requires the purpose of the Turitea RMP to be updated to change “renewable electricity generation” to “renewable electricity generation and transmission”. This would make it implicit that the RMP allows for the consented activity of transmission from Puketoi into the Turitea reserve as above. Section 24A of the Reserves Act 1977 (subparts 1 and 3b) allows for the updated purpose to be gazetted without public notification in this instance, as consent has been granted under the Resource Management Act 1991.

3. KEY STAKEHOLDERS

- 3.1 Palmerston North City Council (PNCC) as owner/manager of the Turitea Reserve is primarily concerned to ensure the Turitea Reserve continues to provide a secure and safe supply of drinking water by way of the existing two impoundment dams (upper and lower dams) and the Turitea Water Treatment Plant. This requires Council to ensure that the risk of contamination in the catchment is effectively mitigated through restricted access, effective control of pests and enhancement of the native flora and fauna.
- 3.2 Hardings Park which falls outside the water supply catchment but is covered by the RMP is becoming increasingly popular as a recreational reserve with management

² Turitea Wind Farm Proposal, Final Report and Decision of the Board of Inquiry (September 2011)

undertaken by the Parks & Reserves Division of Council. Aspirations in respect of this part of the reserve could be better captured in the RMP.

- 3.3 Rangitāne o Manawatū have mana whenua status for the area of interest. As mentioned earlier, there are several sites of significance to Rangitāne in the reserve. As kaitiaki of the Turitea Stream, Rangitāne have an interest as well as an obligation to ensure that the physical health and the mauri of the stream environs are maintained, and preferably enhanced. In addition to this, Rangitāne have aspirations for the enhancement of the indigenous flora and fauna of this taonga.
- 3.4 Horizons Regional Council assists with control of plant pests in the Turitea Stream corridor and have an interest in the control of undesirable plant species in the wider area. Any work done in the upper catchment to reduce numbers of invasive species will benefit work done further down the stream, and on neighbouring land.
- 3.5 Mercury Energy are constructing the Turitea wind farm, which will generate renewable energy and revenue for landowners. Several of the wind turbines and associated infrastructure are located within the Turitea Reserve.
- 3.6 The Department of Conservation (DOC) are responsible for conservation estate, namely in this instance the Tararua Forest Park. Deer and other animal pests do not respect jurisdictional boundaries, and so it is essential that DOC and other stakeholders work together to manage their impact on vegetation, native fauna and water quality.
- 3.7 Fire and Emergency New Zealand (FENZ). Fire and Emergency interface with PNCC on the risk of fire, in this case within native bush reserves. It is important that reserve management practices effectively manage any risk of fire. To this end, FENZ may be engaged with during the review process.
- 3.8 There are many other individuals and stakeholder groups who would like to see the purposes of the reserve expanded. These stakeholders are likely to want the opportunity to submit and input to any review should full public consultation be chosen as the preferred option.

4. REVIEW OF OPTIONS

- 4.1 While a review of the RMP is required, the 1977 Reserves Act allows a degree of flexibility as to whether a full review is required, or a partial review is appropriate.
- 4.2 Ground Truth consultancy was engaged in 2019 to provide advice on the review of the Turitea RMP. They suggested that although a review had not been undertaken since 2006, most parts of the RMP were still fit for purpose. They recommended a partial review of the RMP, strengthening the focus on biodiversity and the relationship(s) with tāngata whenua.
- 4.3 Officers have identified three options for completing a review of the Turitea RMP which are outlined as follows.

4.4 Option 1 – Partial Review with Limited Consultation

- 4.4.1 Option 1 involves review of only the two items recommended by Ground Truth being biodiversity and the partnership with tāngata whenua.
- 4.4.2 This option would involve Officers drafting the updated RMP. Following this, the draft updated RMP would be made available to the general public as well as key stakeholders. There would be a period during which it would be open for submissions. Submissions would be collated, any final changes to the RMP resulting from this feedback would be made, and the updated RMP would be finalised.
- 4.4.3 This option meets the requirements to consult publicly on even a partial review of the RMP but does not allow input from key stakeholders or the wider community during drafting of the revisions to the RMP. This process could be completed within 3 months, by the end of June 2021.
- 4.4.4 The key risk of this approach is that key stakeholders, including Rangitāne, may feel the level of engagement was not meaningful and that changes had been prepared without their input. In order to ensure Council lives up to its partnership obligations with Rangitāne and maintains positive working relationships with other stakeholders by ensuring they are effectively engaged in any review, this approach is not recommended.

4.5 Option 2 – Partial Review with Key Stakeholder Engagement

- 4.5.1 Option 2 is also a partial review focussed on addressing the key issues of biodiversity and the partnership with tāngata whenua.
- 4.5.2 Under this option, a working party would be formed consisting of key stakeholders and Officers. Together, this group would work from the ground up to establish agreement on the desired changes to the reserve management plan to meaningfully address biodiversity and partnership. Key stakeholders would have input into the drafting of the revised RMP.
- 4.5.3 Following completion of a draft, the RMP would be made available to the general public as well as other stakeholders. There would be a period during which it would be open for submissions. Submissions would be collated, any final changes to the RMP resulting from this feedback would be proposed, and the updated RMP would be finalised and reported to Council for adoption.
- 4.5.4 This option represents a compromise approach in terms of engagement and consultation. Key stakeholders would have early engagement and direct input into the future management of the reserve, while consultation with the wider public would only take place once an agreed draft had been prepared.
- 4.5.5 In order to allow enough time for stakeholder engagement to prepare the draft, and for public consultation on the draft prior to finalisation, it is anticipated that this approach would require at least 8 months, with completion towards the end of 2021.

4.5.6 This option is considered the most appropriate because it strikes a balance between a clear but well-defined scope and meaningful early engagement resulting in a compact and cost effective process.

4.6 Option 3 – Full Review with Full Public Consultation

4.6.1 Option 3 provides for a full review of the entirety of the RMP. While it would build on the current plan it would provide for consideration of all aspects of the management of the reserve. Such an approach would involve significantly more time and greater cost.

4.6.2 The process for a full review of the RMP would be to engage with the community at large before drafting changes. The wider public would all have a chance to have a say on future management of the reserve.

4.6.3 Because this would involve collation of a wide range of feedback and views, it would take some time to develop a draft updated RMP for consideration. There would need to be provision for a formal submission process prior to finalisation. It is anticipated that a full review following this process could take as long as 12 months, with completion unlikely prior to April 2022.

4.6.4 The key risk of allowing for the widest possible review scope is that it essentially provides for drafting of a new RMP by committee. Given the widely divergent views in the community about the ideal purpose of the reserve it is likely that the various competing views of what should happen with the reserve may be irreconcilable. The singular most important purpose of the reserve is for Drinking Water Supply to the community of Palmerston North. Anything which puts at risk a move away from this focus is considered detrimental. It is not recommended as the best option for this review.

4.7 In summary there are three key differences between the three options:

- Firstly, the extent to which each of the options puts at risk the key purpose of the reserve being Water Supply to the community of Palmerston North. Options 1 and 2 seek to limit this risk by focusing on two core aspects of biodiversity and tāngata whenua engagement.
- The extent to which key stakeholders are given an opportunity to effectively engage in the review process. Options 2 and 3 provide for more meaningful engagement as part of the drafting process.
- The length of time and cost of the review process. The length of time and cost increases from Option 1 through to Option 3 because of the increasing breadth of the review, and the increasing level of public involvement in preparing the draft text. The broader the scope of the review and the greater the level of public engagement, the longer and more costly the process.

5. OPTIONS ASSESSMENT

- 5.1 As part of the advice from Ground Truth, legal advice was sought from Mark Christensen of Natural Resource Law on the minimum requirements for the review. The legal advice was that:

“the reclassification of the reserve to include electricity transmission can proceed without public consultation under s24A”

and also that:

“a partial review of the management plan is therefore permissible”.

- 5.2 Officers are aware of the significant public interest around the use of the Turitea Reserve and Officers have received several approaches and requests from recreational groups within the city who advocate strongly for open public access to the reserve. Officers are concerned that allowing public or even limited controlled access will seriously compromise the water security status of the reserve. Officers do not support full public consultation on the scope and content of a revised RMP on the basis that this would raise unrealistic expectations that would be difficult to manage.
- 5.3 Officers recommend instead that the drafting of a revised RMP be undertaken with engagement of key stakeholders and that a final draft be subject to a short period of public consultation (Option 2 above). The review would be focused on the matters recommended by Ground Truth being namely biodiversity and the relationship with tāngata whenua.
- 5.4 Section 77 of the Local Government Act 2002 states that for a significant decision in relation to land or a body of water, a local authority must:
- “take into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, waahi tapu, valued flora and fauna, and other taonga”*
- 5.5 While a decision around which review process to undertake is not considered significant, the decisions made through the review itself will be. Early engagement with Rangitāne on the draft of the review is seen as the most appropriate way to engage.
- 5.6 Public consultation would be done in conjunction with consultation on the Kahuterawa Outdoor Recreation Plan review. The review would follow similar timelines. The separate report to this committee, “Kahuterawa Outdoor Recreation Plan 2008 – proposal to commence review” details this.
- 5.7 Table 1 below provides an indicative timeline for Option 2 should this be approved by Council as the preferred option.

Table 1: Indicative Review Timeline for Option 2

Item	Indicative Timing
Stakeholder Engagement	March-April 2021
Draft Plan	April-May 2021
Report to Council on Draft Plan	June 2021
Public Consultation	July-September 2021
Final Plan	October 2021
Adoption by Council	November 2021

6. RECOMMENDATION

- 6.1 Officers recommend that Council select Option 2 – Partial Review with Stakeholder Engagement as this would provide for collaborative drafting of the new RMP with key stakeholders and allow for appropriate public consultation which limits and manages feedback to the scope and content of the revised RMP.

7. NEXT STEPS

- 7.1 Once Council has selected their preferred option, key stakeholders will be engaged, and the review process initiated.

8. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide? If Yes quote relevant clause(s) from Delegations Manual	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 4: An Eco City	

The recommendations contribute to the outcomes of the Eco City Strategy	
The recommendations contribute to the achievement of action/actions in the Three Waters Plan	
The action is: "Provide a safe water supply to the city."	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The physical health of the people of Palmerston North, and the cultural health of the kaitiaki of this taonga, are inextricably linked with proper management of the Turitea Reserve. Enhancing biodiversity will have positive environmental outcomes. The economic wellbeing of the City is reliant on continuing to have a safe, cost-effective source of water.

ATTACHMENTS

1. Attachment 1 Ground Truth Review of Scope for Turitea RMP Review [↓](#)





groundtruth

Scoping of the Proposed Review of the Turitea Reserve Management Plan

1. Introduction

1.1. Background

Palmerston North City Council (PNCC) is intending to undertake a review of the Turitea Reserve Management Plan. This plan was first approved in 2004. Some form of review is now required due to the time since it was first prepared and changes in management, such as significant achievements in biodiversity restoration and progress in development of a windfarm.

Groundtruth has been contracted by Palmerston North City Council to undertake a scoping study for a management plan review for the Turitea Reserve.

An independent legal opinion has been provided by Mark Christensen from Natural Resources Law, who is experienced in the Reserves Act 1977 (the Act). This legal advice has examined early conclusions about requirements for review and legal justifications for different review approaches.

We recommend that a partial review of the plan is required, with a focus on biodiversity and the relationship with tangata whenua. We detail below a recommended approach of how public consultation (including iwi consultation) will be incorporated. This work is important in ensuring that the approach is justified and valid under the Reserves Act 1977.

1.2. Turitea Reserve

At over 3,500 hectares, the Turitea Reserve is the largest reserve administered by PNCC. For the purposes of classification (and management) the reserve has been divided into three zones: Water Supply Catchment; Water Structures Area; and Hardings Park.

Turitea Water Supply Catchment (2600.3 ha) is classified as a Local Purpose Reserve (renewable electricity generation, water supply and protection of indigenous flora and fauna) under the Act. The Water Structures Area (59.8 ha) is classified as a Local Purpose Reserve (water supply). Hardings Park (828.7 ha) is classified as a Scenic Reserve.

1.2 Historical Timeline

The following processes and engagements have occurred over the years in relation to Turitea Reserve (relevant links in blue):

- [1905](#) - Land granted to the Borough of Palmerston North for water supply purposes by central government.
- [2003](#) - Turitea Reserve gazetted under the Reserves Act 1977 for local purpose (water supply and protection of indigenous flora and fauna).
- 2004 - Turitea Reserve Management Plan finalised.
- [2005](#) - Rangitāne o Manawātū Deed of Settlement.
- [2006](#) - Turitea Reserve Management Plan amended to include electricity generation
- [2007](#) – Purpose of Turitea Reserve changed by gazette to local purpose (renewable electricity generation, water supply and protection of indigenous flora and fauna).
- [2007](#) - Friends of Turitea Reserve take Palmerston North City Council (PNCC) to the High Court. The application fails and is dismissed.
- [2011](#) - Final Report and Decision of the Board of Inquiry into the Turitea Wind Farm Proposal.
- [2019](#) – Mercury Energy announces the construction of the first 33 of 60 consented wind turbines to begin August 2019.

2. Considerations

2.1. Modification of purpose/Gazettal

PNCC wishes to update the purpose of the main catchment area of Turitea Reserve under the Reserves Act 1977, to include electricity transmission. The purpose is currently local purpose (renewable electricity generation, water supply and protection of indigenous flora and fauna).

The status of the reserve is set out below¹:

“The Palmerston North City Council by gazette notice declared certain land It owned forming part of what is known as Turitea Reserve to be local Purpose Reserve under the Reserves Act, to be held for water supply and protection of indigenous flora and fauna and comprising approximately 2,600 hectares. This is known as the water supply catchment area of the Turitea Reserve.”

And:

“Much of the Turitea Reserve land was originally part of a Crown Reserve, which was set aside for the purposes of "growth and preservation of timber". On 26 January 1905 the government changed the purpose to "water supply". On 23 February 1905 the government officially vested the Reserve with the Palmerston North Borough Council. The total area transferred was 7985 acres more or less. Title was issued for this land on 10 May 1927.

The Borough Council had previously purchased approximately 209 acres of land in 1889 from the Wellington and Manawatu Railway Company Ltd. The Council

¹ Alteration to Purpose of Turitea Reserve and Amendments to Management Plan: Council Decision Adopted 30th October 2006.

continued to purchase land for water catchment purposes in 1918, 1931, 1956, 1962 and finally in 1966 with the purchase of land from C.L. Brown Trust, which is known today as Browns Flat."

And:

"The water supply catchment area (which for convenience is referred to as the Turitea Reserve) which is the area affected by the proposed change of purpose was brought under the Reserves Act by resolution of Council in 2002 and gazette notices dated 23 January 2003 and 29 May 2003. The Council by selecting that classification retained control of the reserve as administering authority. The local purpose classification means that under the Reserves Act the Council has authority to alter or add to the purpose of the reserve and control access and use of the reserve without seeking the approval of the Minister of Conservation. The Council however recognises the Department of Conservation's interest in the reserve generally and endeavours to work collaboratively with the Department wherever possible."

Given that PNCC has provided a land use consent "for the construction of a 220 kilovolt (kV) electricity transmission line and substation²", PNCC, with advice from the Department of Conservation (DoC) has determined that the proposed change of purpose is to bring the specific purpose for which the reserve is classified into conformity with the above land use consent, and is therefore not required to be publicly notified (Reserves Act 1977, s 24A).

The independent legal opinion from Natural Resources Law (see Appendix 2) agrees with this interpretation.

Gazettal is an administrative matter and should occur separately and before any review of the management plan.

We recommend that the modified purpose is gazetted as soon as possible and consider this to be a separate process to the review of the management plan. Natural Resources Law advises that the change of purpose should be approved by Council before being gazetted.

2.2. The need for review

The Reserves Act requires the administering body to keep any management plan under "continuous review". It is up to the administering body to determine whether to undertake a comprehensive or partial review of its management plan. Part One of the existing management plan identifies that "a regular full review of the plan will be undertaken every 5 years." The last review of the plan occurred in 2006 and was only partial.

As identified below under scope of the review, most areas of the plan are still appropriate or require only small changes. Some areas such as biodiversity and the relationship with tangata whenua require some further review and updating. PNCC has also indicated their desire to update the "Protecting Water Supply Quality and Storage" section.

² Final Report and Decision of the Board of Inquiry into the Turitea Wind Farm Proposal, 2011.

The Reserves Act Guide states that plans should be reviewed at a minimum of 10 year intervals and need not involve a complete review.

This suggests that a partial review is appropriate under the Reserves Act 1977. We also recommend that Part One of the management plan is altered to remove the commitment to a regular full review every five years. The plan to date has largely served its purpose and a regular full review every 5 years provides little tangible benefit and is unrealistic given resourcing constraints.

Natural Resources Law advises that a partial review of the management plan is permissible, and that the Council is entitled to decide that parts of the plan need not be formally reviewed.

2.3. Relationship to the early eco park commitment

Public consultation at the time of the 2006-07 amendment of the management plan and purpose in relation to electricity generation included considerable discussion and commitment to an “eco park” concept. This included a number of council resolutions.

Many of the aspects of the eco park are being addressed by the current management regime. This appears to be a branding issue rather than a management issue. Review of flora and fauna conservation aspects of the plan will enable further discussion of how well biodiversity considerations considered in these earlier discussions are being addressed.

The earlier discussions about the eco park also identified a range of funding streams and relationships of funding to power generation.

Discussions around potential funding streams are outside the scope of the proposed review.

2.4. Relationship with Rangitāne o Manawatū

Honouring Te Tiriti o Waitangi (Treaty of Waitangi) commitments is critical to the success of any future management plan review. While the 2005 Rangitāne o Manawatū Deed of Settlement does not specifically include Turitea Reserve, PNCC should discuss the management plan review with Rangitāne o Manawatū at the earliest possible date.

In addition, Rangitāne o Manawatū is having regular updates from Mercury Energy as part of the Turitea Wind Farm construction and is involved in the wind farm Community Liaison Group (CLG).

2.5. Consultation Approach

The Reserves Act Guide provides a detailed process guide to the review of a management plan. In terms of consultation and notification there are several different decisions to be made which will determine the shape of the consultation process.

If PNCC considers a comprehensive review to its management plan is not required, it may make minor changes to the management plan without consultation. If PNCC determines that consultation for a partial review is required, it may, if it thinks fit, follow the process set out in s. 41 of the Act.

Key steps are summarised below.

Pre-consultation

- The Council must decide whether or not to notify the public that a plan is being prepared. If the public is to be notified, all comments received must be given full consideration when preparing the draft management plan.
- There is no explicit time frame for this notification.

Consultation

- Once the draft management plan is prepared, public notice must be given via a newspaper advertisement and a period of at least two months allowed for public feedback once the notice is published.
- If pre-consultation occurred, all submitters to that process must be notified by writing that the draft management plan has been prepared and is available for review.
- The draft management plan must be made available for inspection, free of charge, to all interested persons during ordinary office hours at the office of the administering body.
- The public must be given reasonable opportunity of appearing before the administering body or a committee thereof or a person nominated by the administering body in support of his or her or its objection or comments.
- A copy of the draft plan must be sent to the Department of Conservation.

Where the Act provides for the “administering body” to make decisions, such as the preparation, review and notification of management plans, the local authority may delegate the decision to a committee or sub-committee of Council. However, note that where the “administering body” is used in the Act, decisions cannot be delegated to an officer of Council.

Proposed Consultation Process

If a partial review is undertaken, we would suggest that the following process is followed, with consultation beginning around February 2020:

- Given that any proposed changes are building on the pre-existing management plan, and the large amount of consultation that has previously occurred, we suggest not notifying that a new draft management plan is being prepared, and move straight to the drafting phase. This requires formal approval of the intended management plan review process by Council.
- Natural Resources Law advises that if the proposed changes do not represent a “comprehensive review” of the plan, then it is appropriate in these circumstances to move directly to the notification of a draft plan. However, the Council should formally resolve that requesting initial written suggestions on the proposed review “would not materially assist in its preparation.”
- As part of this drafting phase we suggest:
 - Early meetings with Rangitāne o Manawātū to get input and shape the consultation process.
 - Working with PNCC staff in different areas related to the review.
 - Run a workshop with councillors on the management plan review process.
- Once Council approves the draft management plan for public release, notify through the Manawatu Standard, Manawatu Guardian and any other relevant newspapers that consultation is open and that there is a submission period of no less than two months. Newspaper inserts and articles are also available options.
- The draft management plan will be available to view at the PNCC office during business hours.

- The draft management plan will also be advertised on the PNCC website and social media channels. Other tools such as an online submission form could also be used.
- A series of focus groups or drop-in sessions will be held over the two month submission period to acquire a wide range of views
- Once the submission period is closed, PNCC will allow the opportunity for the public to appear in front of a PNCC committee to voice their objections and/or comments.
- The final management plan is written .
- The final management plan is signed off by Council.

Proposed Timeline with Key Dates Included

Date	Task/Event
23 September 2019	Council meeting – Present proposal to change the purpose of the Turitea Reserve and obtain a decision from Council.
Late September	Gazettal of Turitea Reserve change of purpose
12 October 2019	Local Body Elections
Early February 2020	Workshop with Councillors to explain and discuss the management plan review process.
End of February 2020	First Council meeting of 2020. Present proposal to review Turitea Reserve Management Plan and obtain decision from Council, including not notifying the public at this stage.
End of February 2020	Begin process of drafting consultation documents, including early discussions with Rangitāne o Manawatū.
End of April 2020	Consultation documents finalised and signed off by Council (if required by Council practice).
End of April to June 2020	Public consultation to meet 2 month Reserves Act requirement.
June 2020	Public hearings (once consultation period closes).
June to Mid-July 2020	Submissions summarised and management plan finalised
End of July 2020	Management plan approved by Council
August 2020	Updated management plan published

3. Scope of Management Plan Review

While the current management plan is still largely fit for purpose, we suggest that a partial review, focussing on updating a number of key areas including flora and fauna protection and the relationship with tangata whenua would be prudent. PNCC has also indicated their desire to update the *Protecting Water Supply Quality and Storage* section.

Much of the management work under Objective Four of the management plan, *Conserving and Restoring Flora and Fauna, Ecosystems and Natural Landscapes*, has been achieved. There is now a move towards early translocations of species into the reserve. Also the context to this area of biodiversity / flora and fauna protection has changed. There is a wider development of landscape scale restoration, the Predator Free 2050 movement is now present and there are increasing concerns about climate change and biodiversity. For these reasons, now is an opportune time for PNCC to review this objective.

With the Rangitāne o Manawatū Deed of Settlement in 2005 it is also timely to review PNCC's relationship with Rangitāne o Manawatū in the context of Turitea Reserve and investigate the potential for increasing the involvement of Rangitāne o Manawatū.

Finally, there is the question around access. Traditionally, access has been restricted for water supply reasons. Permit access has only been allowed to hunters for pest control purposes. PNCC will need to decide what future access requirements will be. If there is no change in the situation around access it may not be necessary to review this aspect of the plan.

A summary table of the plan performance against different goal areas is set out in Appendix 1.

The Turitea Wind Farm is specifically out of scope of any management plan review as this project is already consented and construction is underway.

Appendix 1: Overview of Plan Performance Against Different Goal Areas July 2019

Goal	Policy area	Notes on implementation	Need for review / amendment
1. Management and Administration	Responsibilities for management	<ul style="list-style-type: none"> Responsibilities clear and functioning well 	No
	Health and Safety	<ul style="list-style-type: none"> Managed through council HSE systems and access permits 	No
	Plan Review	<ul style="list-style-type: none"> Current and previous work as part of ongoing review. 5 yearly full review not justified. 	<ul style="list-style-type: none"> Ongoing review occurring. Amend frequency of full review in line with Reserves Act Guide
	Consideration of activities not covered in the plan	<ul style="list-style-type: none"> Has functioned as part of permit system for minor activities. Amendment to plan was undertaken for major new activity in the form of wind farm. 	No
	Issuing access permits	<ul style="list-style-type: none"> Working well 	No
	Statutes and bylaws apply	<ul style="list-style-type: none"> Standard compliance 	No
2. Community consultation and involvement	Coordination with the management of city infrastructure and facilities	<ul style="list-style-type: none"> Effective coordination occurred in relation to harvest of exotic forest on Sth Range Rd and associated road upgrade. 	No
	Consultation	<ul style="list-style-type: none"> Major consultation has occurred with neighbours in relation to management of boundary fencing etc. Detailed consultation policies including the establishment of a Turitea Reserve Advisory Committee have not occurred due to difficulties of resources to organise and manage them. Status of Eco-park concept? 	<ul style="list-style-type: none"> Some simplifying of consultation details. Amend in relation with Plan Review being considered on a 10 year frequency.

Goal	Policy area	Notes on implementation	Need for review / amendment
3. Protecting water supply and storage	Community involvement and partnerships	<ul style="list-style-type: none"> Work has occurred with the community in development and maintenance of the Sledge Track. 	No
	Tangata whenua	<ul style="list-style-type: none"> There has been some occasional contact with Tangata whenua around particular activities (e.g. translocations), but not regular (e.g. annual) contact. It would be useful to look at ways to better implement these policies. 	<ul style="list-style-type: none"> Incorporate Rangitāne o Manawatū Deed of Settlement 2005
	Working with neighbours	<ul style="list-style-type: none"> Significant effort has been made in working with neighbours around the reserve in relation to issues such as boundary fencing, forest harvest and weed control. Good neighbour relations are present. 	No
	Catchment protection	<ul style="list-style-type: none"> Catchment protection has continued to be a focus with high levels of success around pest control and improving forest ecosystem health. There is still an area of catchment feeding into the lower dam that is unprotected with stock access. Continued work is required toward achieving protected catchment status 	<ul style="list-style-type: none"> Yes. Some update required. Any mechanisms in relation to grazed lower catchment?
4. Conserving and restoring flora and fauna, ecosystems and natural landscapes	Risk management	<ul style="list-style-type: none"> Risk management has continued to be a strong aspect of management in relation to working with neighbours and use of different pest control methods in the catchment. 	No
	Control of sedimentation	<ul style="list-style-type: none"> There has been focus on and success around ensuring high quality vegetation cover. Continues to be a strong management consideration. 	No
	Ecological management zones	<ul style="list-style-type: none"> The management zones continue to be broadly useful. Some of the detail, for example separation of a small zone closer to the lower reservoir has not been utilised to date. 	<ul style="list-style-type: none"> No amendment. Fix error in labelling of ecological zones on map.

Goal	Policy area	Notes on implementation	Need for review / amendment
		<ul style="list-style-type: none"> There appears to be an error in the plan ecological management zones map. The area east of the catchment has been labelled E2 rather than E3. 	
	Weed control	<ul style="list-style-type: none"> Successes around assessment of weeds and ongoing control in key areas such as Turitea Reserve. Boundary weed assessment undertaken. Continues to be an important part of management. 	No
	Animal control	<ul style="list-style-type: none"> Strong success around achievement of a range of animal control targets. Targets now need reviewing and updating. Potential for fencing? (full or partial) 	<ul style="list-style-type: none"> Yes. Needs review and amendment in relation to new animal control targets.
	Restoration of ecosystems	<ul style="list-style-type: none"> Major restoration benefits have been achieved through pest control operations. Consideration of fishery restoration possibilities is to be undertaken in the near future. Consideration of future bird reintroductions Potential next steps for restoration considering strategic direction identified in the TRMP would be useful. 	<ul style="list-style-type: none"> Yes. Amendment of some areas to set out next steps. Possible greater links to landscape scale restoration, predator free 2050 etc
	Monitoring	<ul style="list-style-type: none"> A comprehensive monitoring programme has been developed and implemented that has enabled success in pest control and restoration to be demonstrated. Potential to expand monitoring to other species such as lizards and bats May not need amendment, but would be useful to consider refinements. 	<ul style="list-style-type: none"> Yes. Not clear that any amendment required but review useful in relation to consideration of next steps in restoration.
	Landscape protection	<ul style="list-style-type: none"> Continues to be an important aspect of reserve management. A key aspect of resource consent assessment for windfarm. 	No

Goal	Policy area	Notes on implementation	Need for review / amendment
	Protection from fire	<ul style="list-style-type: none"> Fire control planning and maintenance of access etc continues to be important, in line with requirements in TRMP Will there be changes in relation to turbines and transmission? Climate change impacts? 	<p>No?</p> <ul style="list-style-type: none"> Relationship to windfarm Climate change impacts
	Facilitating linkages and corridors	<ul style="list-style-type: none"> Excellent progress made in achieving these long term policies. Linkages developed down the Kahuterawa Valley and also to properties in the east. Continues to be a logical and important part of management. 	<ul style="list-style-type: none"> Examine any need to refine in relation to greater landscape scale restoration focus and PF2050
5. Protecting cultural and historic resources		<ul style="list-style-type: none"> Work has been undertaken to locate and identify platinum mine sites. Some future opportunities exist for interpretation. There have been no new discoveries of cultural or historic sites. Protection of cultural and historic resources is of ongoing importance. Objectives and policies are still relevant. The settlement with Rangitaane o Manawatu and cultural redress may change some aspects here? 	<ul style="list-style-type: none"> Possible examination in relation to cultural resources and tangata whenua
6. Providing for outdoor recreation, education and ecotourism	Zoning for public access	<ul style="list-style-type: none"> Zoning is still relevant and appropriate with open access in Hardings Park and restricted access in other areas. Previous plan amendment in 2006 removed potentially different treatment of ridgeline area. Minor amendment could be undertaken to clarify this in the maps etc. 	<ul style="list-style-type: none"> Only minor amendment to clarify previous amendments to ridgeline area.
	Recreation activities	<ul style="list-style-type: none"> Recreational use has continued in the Hardings Park area. Major progress has been made with recreational links and expansion of recreation areas linked with Turitea Reserve through the development of the Kahuterawa Outdoor 	<ul style="list-style-type: none"> Some amendments to update text in relation to development of

Goal	Policy area	Notes on implementation	Need for review / amendment
		Recreation Area / Arapuke Forest. Some adjustment of TRMP text is required to incorporate this. However the policies and objectives remain generally appropriate.	Kahuterawa Outdoor Recreation Area.
	Buildings, facilities and services	<ul style="list-style-type: none"> There has been major progress with development of recreation tracks in the TRMP and most listed tracks have been developed. The policies remain appropriate and only minor amendment to reflect which tracks are now in place is required. 	<ul style="list-style-type: none"> Some minor amendment of text to indicate which tracks are now in place.
	Building recreational links	<ul style="list-style-type: none"> Significant development of recreational links has occurred through development of the adjacent Kahuterawa Outdoor Recreation Area including Arapuke Forest. There are still opportunities to develop recreational links over time and the policies remain appropriate. 	<ul style="list-style-type: none"> Some update text to reflect presence of Kahuterawa Outdoor Recreation Area.
7. Commercial management of exotic plantations	Harvesting	<ul style="list-style-type: none"> Harvesting of most of the forest on South Range Road has now been completed. The requirements of the TRMP were followed in relation to this work. Policies remain appropriate. 	No
	Replanting or new establishment	<ul style="list-style-type: none"> Areas harvested to date have been in exposed poor production areas along South Range Road. These areas have been managed for native regeneration including removal of pine regeneration. Policies remain appropriate. 	No
8. Electricity generation		<ul style="list-style-type: none"> Amendment of this objective area was undertaken in 2006. Land use consents have been granted for electricity transmission from the proposed Puketoi Wind Farm. 	Yes <ul style="list-style-type: none"> Update to reflect new purpose
9. Facilitating research		<ul style="list-style-type: none"> A number of small research projects have been undertaken in the reserve. For example examining stoat monitoring methods and also an examination of tawa fruit. Policies in the plan remain appropriate. 	No

Appendix 2: Legal Advice from Mark Christensen at Natural Resources Law



16 August 2019

Palmerston North City Council
C/- Mr A McKay
Groundtruth Limited
PO Box 52
Paekakariki 5258

By email – andy.mckay@groundtruth.co.nz

Dear Andy,

Turitea Reserve

I refer to your email and attachment of 9 August 2019. You have asked me to advise on the appropriate process that should be followed for the review of the Turitea Reserve Management Plan.

I have reviewed the background paper you provided along with the relevant provisions of the Reserves Act 1977. I set out below a summary of my opinion on each of the specific questions you have raised.

1. Have all the required and relevant processes been followed to date to allow the change of purpose to be gazetted without public notification?

Yes.

A land use consent for the Turitea wind farm and associated infrastructure was granted by a Board of Inquiry in September 2011. Chapter 5 of the Final Report describes (paragraphs 10-14) the transmission infrastructure. Appendix 8 of the Final Report is a map showing the approved layout, including the transmission corridor through the reserve.

I understand that the Palmerston North City Council is the registered owner of the Turitea Reserve.

Section 24A(3)(b) provides that where a reserve is vested in a local authority, public notification of a proposed change to the classification of a reserve by that local authority is not necessary if the reason for the proposed change of purpose is to bring the specific purpose for which the reserve is classified into conformity with “any resource consent applying to the reserve granted by the territorial authority or regional council”.

In my opinion, the reclassification of the reserve to include electricity transmission can proceed without public consultation under s24A if the reclassification only relates to that part of the reserve shown on the map in Appendix 8 of the Board on Inquiry’s Final Decision as

being the transmission corridor. Different parts of a reserve can have different classifications (section 16(1)).

While I would not expect it to apply in these circumstances you should also check whether the Council has a Significance Policy which requires it to publicly notify proposed actions of a certain type, irrespective of whether there is a legal requirement to do so.

2. Are there any missing steps?

No, although a report on partial reclassification will need to be prepared for Council's consideration and decision.

3. Is the decision to undertake a partial review appropriate under the Reserves Act?

For the purposes of this advice, I have assumed that the original grant of the reserve to the Council requires the Council to prepare and manage the reserve in accordance with a management plan. Section 41(16) of the Reserves Act provides that a management plan is only required if the Minister in the notice of vesting directs that the management plan section of the Act is to apply in respect of the reserve.

The Council must "in the exercise of its functions comply with the management plan for the reserve" (section 41(11)). The existing management plan provides that "a regular full review of the plan shall be undertaken every 5 years". I am advised that the last review of the plan was in 2006 which was only a partial review. Strictly speaking, the Council must undertake a full review every 5 years and is therefore not complying with the management plan. I recommend that this provision requiring a full review every 5 years be amended to either provide for no specified time frame (on the basis that the plan must in any event be kept under 'continuous review' (section 41(4)), or that the provision state that "the Council shall give consideration every 5 years to whether either a partial or full review is desirable".

There is no requirement in the Act itself that all reviews of management plans need to be full reviews of every provision of the plan. That is implicit in section 41(9) which provides that where a Council considers any change not involving a comprehensive review to its management plan is required, it may undertake that review without public consultation.

A partial review of the management plan is therefore permissible.

Appendix 1 to the request for legal advice sets out the proposed scope of the review. The Council is entitled to decide that parts of the plan need not be formally reviewed.

4. Does the process suggested meet the requirements of the Reserves Act?

As I have noted, section 41(9) provides that the Council is entitled not to undertake a public process if it is (reasonably) of the view that the proposed changes do not represent a "comprehensive review" of the plan. The proposal to undertake a consultative process here cannot therefore be criticised.

The paper sets out a proposed procedure for the public consultation process. I agree that it is appropriate in these circumstances to move directly to the notification of a draft plan. However, I the Council should formally resolve that requesting initial written suggestions on

the proposed review “would not materially assist in its preparation” (section 41(5A)). Otherwise, I consider the suggested approach meets the requirements of section 41.

I would be pleased to discuss any of the above if that would be of assistance.

Yours Faithfully

Natural Resources Law

A handwritten signature in black ink, appearing to read 'M Christensen', with a stylized flourish at the end.

Mark Christensen

Director

0274 878 611 / mark@naturalresourceslaw.co.nz

REPORT

TO: Planning & Strategy Committee

MEETING DATE: 10 March 2021

TITLE: Kahuterawa Outdoor Recreation Plan Review

PRESENTED BY: Kathy Dever-Tod, Manager - Parks and Reserves

APPROVED BY: Sheryl Bryant, Acting Chief Infrastructure Officer

RECOMMENDATION(S) TO COUNCIL

1. That Council approve the review of the Kahuterawa Outdoor Recreation Plan 2008 using the alternative review process as detailed in Attachment One (Option 1) to the report titled 'Kahuterawa Outdoor Recreation Plan Review' presented to the Planning and Strategy Committee on 10 March 2021.

SUMMARY OF OPTIONS

Problem or Opportunity	<p>The Kahuterawa Outdoor Recreation Plan (KORP) was developed in 2008. It followed the Reserves Act 1977 process for the development of a reserve management plan.</p> <p>The major developments outlined in the plan have progressed and management processes and policies for the area are now in place. The plantation forests at Arapuke Forest Park and Gordon Kear Forest have been harvested and replanted. The development of walking and mountain bike facilities development is well advanced.</p> <p>The plan is now 13 years old and it is an appropriate time to undertake a review. The reviewed KORP will help inform Asset Management Planning and preparation of the 2024 Ten Year Plan.</p>
OPTION 1:	Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan using an alternative review process as outlined in Attachment One
Community Views	Community views will be sought during the review of the plan.
Benefits	<p>The review of KORP can be linked to the review of the Turitea Reserve Management Plan.</p> <p>The process is quicker and involves less officer time than the</p>

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	comprehensive process. The plan is updated and informs asset management and 10 Year planning processes.
Risks	Issues of substance may be identified during public consultation that mean a more comprehensive review of the plan is then required.
Financial	Review of KORP is part of the 2020/21 parks and reserves division work programme. Costs are largely officer time with some minor costs associated with signage and public notices. These costs will be funded from the parks operating budget.
OPTION 2:	Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan, following the comprehensive process set out in the Reserves Act
Community Views	Community views will be sought during the review of the plan.
Benefits	Any new issues of substance can be incorporated into the scope of the review at an early stage The plan is updated and informs asset management and 10 Year planning processes.
Risks	The review of KORP may fall out of kilter with the review of the Turitea Reserve Management Plan - timewise. Stakeholders may be concerned that the Council is going back to a clean slate, rather than building on the plan, which was comprehensively consulted upon and supported by the community.
Financial	Review of KORP is part of the 2020/21 parks and reserves division work programme. Costs are largely officer time with some minor costs associated with signage and public notices. These costs will be funded from the parks operating budget.
OPTION 3:	Option Three: Defer the review of the 2008 Kahuterawa Outdoor Recreation Plan until 2024/25
Community Views	Community views on future development and management would not be canvassed until a later date.
Benefits	Parks planning officer time could be directed to other work.
Risks	The opportunity to link reserve management planning to the review of the Turitea Reserve Management Plan is lost. Stakeholders and users may have aspirations for level of service changes that will not be considered for a longer period.
Financial	No costs would be incurred in the current year.

RATIONALE FOR THE RECOMMENDATIONS**1. OVERVIEW OF THE PROBLEM OR OPPORTUNITY**

- 1.1 The Kahuterawa Outdoor Recreation Plan (KORP) was adopted in 2008. The 2018 Active Community Plan signalled a review of the KORP the Kahuterawa by the end of 2019/2020.

2. BACKGROUND AND PREVIOUS COUNCIL DECISIONS

- 2.1 The 2002 Outdoor Recreation Strategy included an objective to develop the Kahuterawa Valley as an outdoor recreation hub.
- 2.2 Central to this was a forest and land exchange, in which Council acquired the 171.6Ha Arapuke Forest Park, formally known as the Woodpecker Forest, in 2004.
- 2.3 The areas included in the outdoor recreation hub are shown in Figure One. The former Woodpecker Forest area was named Arapuke Forest Park in 2011. Arapuke meaning pathway to the hills, with a reference to a former farmer on the site Huia Arapuke Holbrook.

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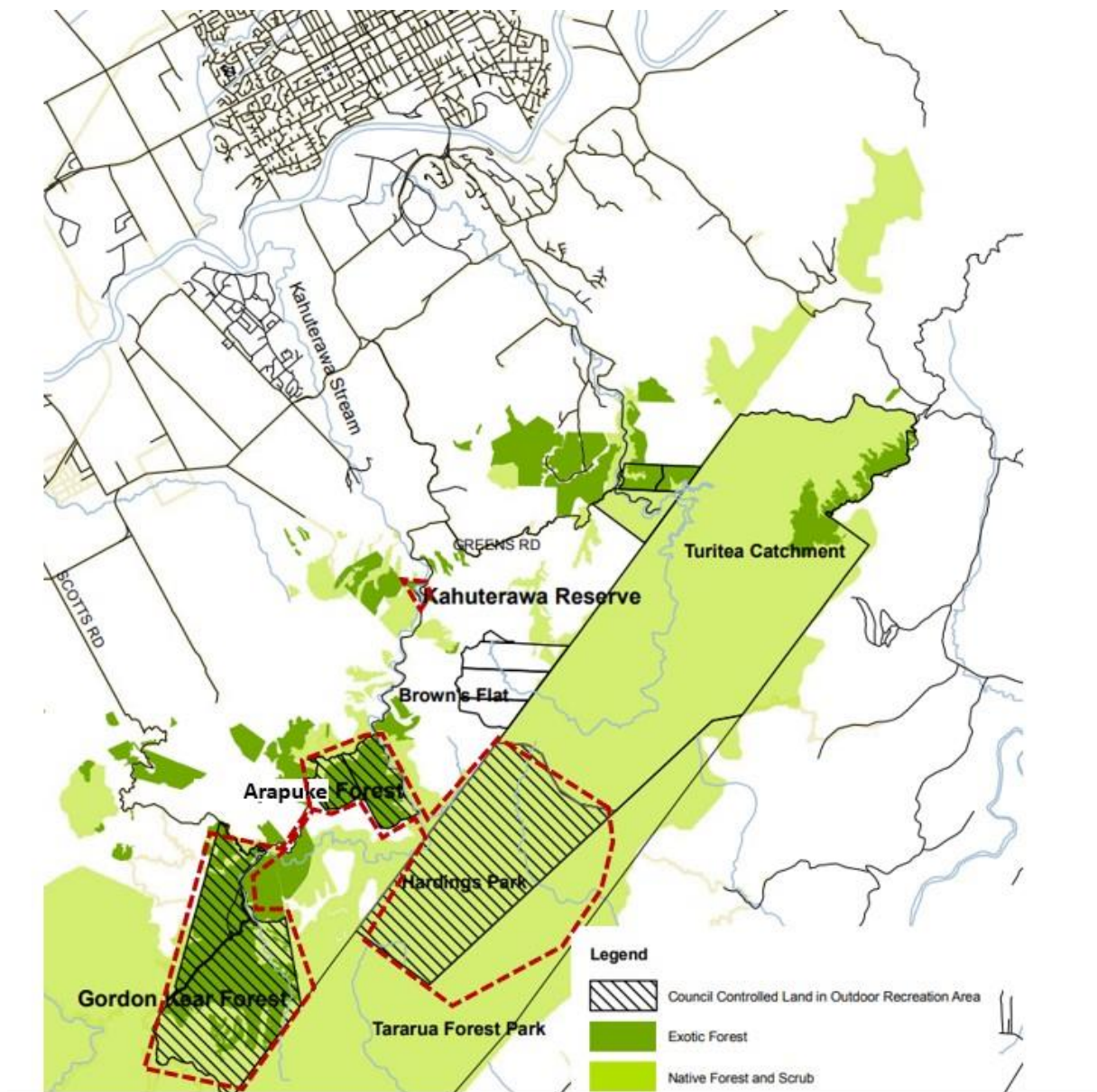


Figure One: Kahuterawa Outdoor Recreation area and Turitea Reserve

2.4 The KORP was developed and adopted in 2008. The plan, which is available on the Council website, is an action-based plan that includes goals and actions across the following areas:

- Management and administration
- Community consultation and involvement
- Outdoor recreation
- Conserving flora, fauna, ecosystems and natural landscapes
- Exotic forest
- Access Roads
- Structures

- Protecting cultural and historic resources
- Research and Monitoring.

- 2.5 The 2018 Active Community Plan included a specific action “Review the Kahuterawa (Arapuke) Outdoor Recreation Plan (by end of 2019/2020)”.
- 2.6 In August 2018 a report to the Sport and Recreation Committee reviewed the timing of the overall schedule of Reserve Management and Development Plans and proposed a review of KORP in 2022, using an external consultant.
- 2.7 In 2020 the Parks and Reserves division re-considered the scope of the KORP review and the availability of internal resourcing, to enable the KORP review to take place in parallel with a review of the neighbouring Turitea Reserve Management Plan. This conjoint review would enable stakeholders and the community to provide their input into both plans at the same time.
- 2.8 The review of the KORP was subsequently accommodated within the 2020/21 parks planning work programme.

3. DESCRIPTION OF OPTIONS

- 3.1 Option One: Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan using an alternative review process.
- 3.2 Option Two: Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan following the comprehensive review process set out in the Reserves Act.
- 3.3 Option Three: Defer the review of the 2008 Kahuterawa Outdoor Recreation Plan until 2024/25.

4. ANALYSIS OF OPTIONS

- 4.1 Option One: Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan using an alternative review process.
- 4.1.1 The Reserves Act 1977 allows for either a comprehensive review process (Section 41 (8)) or an alternative process if the administering body considers any changes do not require a comprehensive review (Section 41 (9)).
- 4.1.2 Council officers consider that there are unlikely to be fundamental gaps or flaws in the existing plan. As such an alternative review process is recommended as set out in Attachment One. The process follows a typical plan development process.

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4.2 Option Two: Undertake a review of the 2008 Kahuterawa Outdoor Recreation Plan following the comprehensive process set out in the Reserves Act.

4.2.1 A “comprehensive review” process, as defined in the Reserves Act 1977, adds a public notice stage early in the process. The public notice would notify the Council’s intention to review the plan and call for suggestions regarding the scope of the review process prior to other work commencing. The process would then follow the process detailed in Attachment One.

4.2.2 The additional public notification step would add approximately one month to the length of the process and would incur additional officer time.

4.2.3 Officers are of the view that the process for the review, as set out in Attachment One, will ensure all matters and issues for consideration are covered without the need for the additional public notification step.

4.3 Option Three: Defer the review of the 2008 Kahuterawa Outdoor Recreation Plan until 2024/2025.

4.4 Council could determine it wishes to carry out the review to inform the 2027/28 Assessment Management Plan and Ten Year Plan reviews.

4.5 Any changes in Level of Service sought from stakeholders, users and community would be declined and the current Levels of Service and Management practices would be maintained.

4.6 The disadvantage of this option is that it does not enable the review of Korp and the Turitea Reserve to occur at the same time. Given that the Turitea Reserve and the Kahuterawa Outdoor Recreation Hub are so closely related, this option is not recommended.

5. **CONCLUSION**

5.1 The 2008 Korp has directed and supported Council and community led development of the Kahuterawa area for outdoor recreation.

5.2 Review of the plan is timely with the development phase, as outlined in the plan, nearing completion. The review of the Korp can be coordinated with the review of the Turitea Reserve Management Plan.

5.3 It is recommended that Council utilise the process outlined in Attachment One to update the 2008 Korp.

5.4 The plan, once reviewed and updated, will set future direction for asset management planning and the 2024 Ten Year plan.

6. NEXT ACTIONS

- 6.1 Carry out the 2008 Korp review following the review process outlined in Attachment One.

7. OUTLINE OF COMMUNITY ENGAGEMENT PROCESS

- 7.1 The community engagement process is set out in the review process described in Attachment One.

- 7.2 The engagement process includes:

- Rangitāne o Manawātū early engagement and relationship development.
- Stakeholder/interest are focus groups.
- Public advertisement of a reviewed draft 2021 Korp.
- An opportunity for submitters to be speak directly to Councillors, and for Councillors to ask them questions.

COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	No
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council's policies or plans?	No
The recommendations contribute to Goal 2: A Creative and Exciting City	
The recommendations contribute to the outcomes of the Creative and Liveable Strategy	
The recommendations contribute to the achievement of action/actions in the Active Community Plan	
The action is: Review the Kahuterawa (Arapuke) Outdoor Recreation Plan (by end of 2019/2020). Page 11.	

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Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Kahuterawa Outdoor Recreation Plan sets Council action plan for the management and development of outdoor recreation, forestry, cultural and biodiversity in the Kahuterawa area.
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ATTACHMENTS

1. Review Process [↓](#) 

Attachment One: Korp Review Process

Stage	Work description	Timeframe	Output
1. Engage with Rangitāne	i. Alert Rangitāne to the review and begin to understand what Rangitāne interests are in the area and how they would like to be engaged. Subsequent steps amended as a result of this stage	February/March 2021	Rangitāne engagement and involvement understanding developed.
2. Review background information	i. Read plan and background document. ii. Review monitoring reports.	January 2021	Updated background document.
3. Review current strategy actions	i. Completed, ongoing and incomplete actions.	January/February 2021	Implementation monitoring report on 2008 actions
4. Review other strategies and plans for Korp directions	PNCC- Biodiversity Plan, Active Community Plan, Culture and Heritage Plan, Turitea Reserve Management Plan <i>Regional – Horizons plans</i> Department of Conservation – Tatarua Forest Park plans <i>National Policy Statements</i> Resource consents and agreements.	February/March 2021	Strategy Section summary
5. Report to Council on review proposal	Proposed review process reported and approval sought to proceed.	March 2021	Approval for review
6. Develop summary background document	Initially for stakeholders/coms and as progress update for general consultation information.	March 2021	Summary document for consultation
7. Identify stakeholders/interest areas	i. Compile list of stakeholder groups and individuals whose engagement is needed during review process ii. Set out the engagement mechanisms utilising IAP2 framework. iii. Coordinate the Engagement/Communication Plan with the plan for the Engagement/Communication plan for the Turitea Reserve management Plan consultation review.	March 2021	Stakeholder engagement/communication plan

8. Rangitāne hui/s if requested	Use whatever forum Rangitāne prefer to gain insight into views for the area.	March/April 2021	Rangitāne aspirations document
9. Prepare consultation materials	Information packages to stakeholders	March 2021	Consultation materials
10. Conduct focus groups	Carry out focus groups in interest areas: i. Environmental/ecology ii. Exotic Forestry iii. Recreation Others that may be identified in steps (1), (2), (3) and (4).	April 2021	Focus groups report
11. Review plan	Update plan in light of reviews in (2) and (3) and focus group (8)	April/May 2021	Draft KORP document for consultation
12. Report draft plan for approval to consult generally	Report to Council on draft plan and proposal to consult on draft - Include costs of any proposed actions and their proposed sources of funding.	June 2021	Council decision
13. Public consultation – one month	Advertise draft generally, stakeholders directly contacted, signage at carparks.	July 2021	Submissions
14. Hearings – if required	People have opportunity to be heard by Council	September 2021	Submissions
15. Analyse submissions	Review submissions and consider for possible changes to draft plan.	October 2021	Consultation Outcomes Report
16. Review draft	Review in light of submissions and hearings Consider any information arising from the Turiteda Reserve Management Plan review.	October 2021	Updated draft
17. Final KORP reported	Final document produced and reported to Council	November 2021	Approved KORP

MEMORANDUM

TO: Planning & Strategy Committee

MEETING DATE: 10 March 2021

TITLE: Review of Significance and Engagement Policy

PRESENTED BY: Andrew Boyle, Head of Community Planning

APPROVED BY: David Murphy, Acting General Manager - Strategy and Planning

RECOMMENDATION(S) TO COUNCIL

1. That the amended draft 2021 Significance and Engagement Policy, included as Attachment One to the memorandum titled 'Review of Significance and Engagement Policy' presented to the Planning & Strategy Committee on 10 March 2021, be approved for consultation in conjunction with the proposed 10 Year Plan.

1. ISSUE

All Councils have to have a Significance and Engagement Policy that sets out how the Council will determine the significance (importance) of its decisions – and hence, how it should engagement with the community on that decision. The Policy also has to list Council's strategic assets and show how it will consult on decisions involving these.

Council reviews the Policy every three years in conjunction with the 10 Year Plan. This report puts forward some proposed updates to the Policy for consideration by Council so they can then be taken to the community for feedback.

2. BACKGROUND

The Council also has a Good Governance and Active Citizenship Plan. This sets out Council's broader context for community engagement:

The purpose of the Good Governance and Active Citizenship Plan is to have greater community participation in decision-making. Robust decisions are made when the aspirations of all our communities are heard by Elected Members. Participation is not only voting, it is about taking opportunities to voice opinions, make formal submissions, get involved in local projects and initiatives. This is where the benefits of a small city can really be seen.

The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities and to promote the social, economic, environmental and cultural well-being of communities in the present and for the future. The Local Government Act was amended in 2019 to make the Chief Executive of the local authority responsible for “facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act” Section 42 (2)(d). Appropriate engagement leads to good planning and effective solutions which reflect community aspirations.

A city with ‘active citizens’ is a place where residents choose to engage and serve their community; where there is access to good information; and where diverse voices contribute ideas and experience to collaborate on inclusive solutions which will benefit this generation and the next. Active citizenship contributes to a healthy democracy where individuals and communities are empowered to have a say; where elected officials are accountable; and where decisions are transparent.

The Good Governance and Active Citizenship Plan is Council’s main document that states Council’s community engagement aspirations and sets out how Council will get greater community participation in decision making.

The Plan also sets out how Council will monitor its community engagement. This includes residents’ satisfaction with the opportunity and ease of having their say, the diversity of those having their say, and youth participation in decision making. This monitoring will be reported annually through the City Dashboards. Any report that goes to Council with the results of consultation contains an analysis of the consultation techniques used.

Another major change since the Significance and Engagement Policy was last reviewed is that in 2019 Council and Rangitāne signed a Partnership Agreement that formally acknowledges the status of Rangitāne as mana whenua and sets out how Rangitāne and Council will work together. All of Council’s Strategies and Plans reflect this stronger working together.

The Significance and Engagement Policy is now a more technical and legal document that sets out how Council determines how significant (or important) a decision is – which then helps Council make decisions about how to involve the community in that decision. It also identifies Council’s strategic assets – which then guides how Council will consult on decisions involving those assets.

3. SUGGESTED AMENDMENTS TO THE POLICY

A copy of the draft updated Significance and Engagement Policy is attached in Appendix 1.

The suggested changes:

- Reflect Council's adoption of its Good Governance and Active Citizenship Plan. References to the previous Plan – the Active Citizenship Plan – and some general comments about consultation have been removed.
- Reflect the Council - Rangitāne Partnership Agreement signed in 2019. General text on the role of the Treaty has been removed from the Significance and Engagement Policy.
- Add the Manawatū River Park, the Linklater Park and the Globe Theatre as strategic assets. The main implication of this is that Council cannot transfer ownership or control of them unless it has first consulted through a Long-Term Plan Consultation Document.
- Remove information about monitoring Council's community engagement, as this now best done through the Good Governance and Active Citizenship Plan.

These proposed changes to the Significance and Engagement Policy do not change Council's overall approach or commitment to community engagement. They do reflect that it is more appropriate to describe this approach and commitment in Council's wider Plans, especially the Good Governance and Active Citizenship Plan and the agreement with Rangitāne, rather than the Significance and Engagement Policy.

4. NEXT STEPS

Council will consult on the proposed amendments in conjunction with the 10 Year Plan. In particular, the 10 Year Plan Consultation Document will indicate that the Council is seeking feedback on the proposed amendments.


A report adopting the revised Policy will go to Council in June.

5. COMPLIANCE AND ADMINISTRATION

<ul style="list-style-type: none"> • Does the Committee have delegated authority to decide? 	No
If Yes quote relevant clause(s) from Delegations Manual	
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative	No

procedure?		
Is there funding in the current Annual Plan for these actions?		Yes
Are the recommendations inconsistent with any of Council's policies or plans?		No
<p>The recommendations contribute to Goal 5: A Driven and Enabling Council</p> <p>They contribute to all other goals by ensuring that Council understands community views and aspirations and makes good decisions based on this understanding.</p>		
<p>The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy</p> <ul style="list-style-type: none"> Actively engage residents in decision-making Provide a range of opportunities for residents to engage with decision-making processes 		
The recommendations contribute to the achievement of action/actions in the Good Governance and Active Citizenship Plan.		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Attainment of Council's strategic direction and social, economic, environmental and cultural well-being depends upon active community participation in Council decisions, and on Elected Members hearing and understanding the aspirations of all communities.	

ATTACHMENTS

1. Draft 2021 Significance and Engagement Policy [↓](#) 

Palmerston North City Council

Significance and Engagement Policy

Draft - Feb 2021

Significance and Engagement Policy (2021)

Purpose of this Policy

This Policy sets out how the Council will determine the significance (importance) of its proposals and decisions – and hence, how it will ensure that its engagement on these proposals and decisions meets community preferences. It also lists Council's strategic assets.

It is a requirement of s76AA of the Local Government Act.

Context for this Policy

The Council has a Good Governance and Active Citizenship Plan. This Plan sets Council's overall approach and commitment to community engagement. Thus it gives Council's broader context for the Significance and Engagement Policy:

"The purpose of the Good Governance and Active Citizenship Plan is to have greater community participation in decision-making. Robust decisions are made when the aspirations of all our communities are heard by Elected Members. Participation is not only voting, it is about taking opportunities to voice opinions, make formal submissions, get involved in local projects and initiatives. This is where the benefits of a small city can really be seen.

"The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities and to promote the social, economic, environmental and cultural well-being of communities in the present and for the future. The Local Government Act was amended in 2019 to make the Chief Executive of the local authority responsible for "facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act" Section 42 (2)(da). Appropriate engagement leads to good planning and effective solutions which reflect community aspirations.

"A city with 'active citizens' is a place where residents choose to engage and serve their community; where there is access to good information; and where diverse voices contribute ideas and experience to collaborate on inclusive solutions which will benefit this generation and the next. Active citizenship contributes to a healthy democracy where individuals and communities are empowered to have a say; where elected officials are accountable; and where decisions are transparent."

The Council is also committed to engaging with Rangitāne o Manawatū.

The Council and Rangitāne signed a Partnership Agreement in 2019 that formally acknowledges the status of Rangitāne as mana whenua. This has created a reciprocal working relationship with iwi leadership to align their priorities with those of Council across the suite of strategies and policies that guide our collective decisions. It sets out how Rangitāne and Council will work together and understand each other's aspirations.

The Meaning of Community Engagement in Decision Making

Community engagement is a very important part of Council's decision making.

Community engagement means Council and people connecting together to share ideas and build understanding.

Key elements of good engagement are:

- Council involving people throughout the process
- Council giving people the time and information they need to have their say
- Council and people listening to each other and feeling listened to
- Council valuing and genuinely considering peoples' ideas
- Council giving people information about the decisions it has made and the reasons for these
- That it is purposeful and aimed at shaping the decisions and actions of Council.

In good community engagement, peoples' ideas may or may not be fully adopted, but they know that they have been genuinely listened to and that their ideas have been fully considered.

Community engagement is a planned process that occurs right through the decision-making process. Hence it is a wider process than consultation, which tends to be more formal and to happen towards the end of the decision-making process.

The Council's General Approach to Community Engagement


The Council uses a model based on the IAP2 (International Association for Public Participation) continuum to guide its engagement (see the following diagram).

This shows that community engagement for decision making is a continuum. At one end of the continuum the Council gives people information about what it is doing. At the other end Council delegates decision making to the public. In the middle it uses a range of techniques to gather community views and to involve people in making its decisions.

Most of the Council's engagement will be in the middle of the continuum - at the Consult, Involve or Collaborate levels. In general, the more important (or significant) the decision, the more the Council will work at the Involve or Collaborate level.

In some cases the Council will use engagement techniques from a mix of levels and it may use different levels at different points of the engagement. For example, when it is exploring issues and options Council could use Collaborative techniques, and then use techniques from the Consult level to get community views on these options.

The Council also has a set of Community Engagement Principles to guide its community engagement. These principles sit alongside the consultation principles from s82 of the Local Government Act (see Appendix 1), and the wider decision making and consultation requirements in sections 76-90 of the Act.

Increasing Level of Public Impact 					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.	To obtain public feedback on analysis, alternatives and/or decision.	To work directly with the public throughout the process to ensure that public issues and concerns are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
EXAMPLE TOOLS	<ul style="list-style-type: none"> • Fact sheets • Websites • Open houses 	<ul style="list-style-type: none"> • Public comment • Focus groups • Surveys • Public meetings 	<ul style="list-style-type: none"> • Workshops • Deliberate polling 	<ul style="list-style-type: none"> • Citizen Advisory committees • Consensus-building • Participatory decision-making 	<ul style="list-style-type: none"> • Citizen juries • Ballots • Delegated decisions

The Council's Community Engagement Principles say that when it engages with local residents and organisations it will:

- Engage in a way that shows people that their contribution is valued and will be fully considered
- Be clear about the process being used and the level of influence that people have
- Encourage as many people as reasonably possible to take part from the start to the finish of the process, especially affected and interested people
- Make it easy for people to give their views to the Council
- Engage in the community by going to where people are and not always expecting them to come to the Council
- Give people time to think about the issues and respond to them
- Use honest and easy to understand information
- Listen to everybody who engages with the Council and gather other information so that it understands a reasonably wide range of peoples' views
- Tell people what it decides and why
- Use relevant information from previous engagement processes
- Take a common sense, cost effective approach.

The Local Government Act Meaning of Significance

The LG Act (s5) says that significance means the degree of importance of the issue, proposal, decision, or matter, as assessed by the local authority, in terms of its likely impact on, and likely consequences for:

- a) the district or region;
- b) any persons who are likely to be particularly affected by, or interested in, the issue, proposal, decision, or matter;
- c) the capacity of the local authority to perform its role, and the financial and other costs of doing so.

Significance is a continuum that ranges from decisions of low significance to decisions of high significance. The Act says that a decision of high significance is 'significant' (s5). The legislation does not contain any specific criteria to distinguish between significant and non-significant decisions. Instead, the legislation says that that is a decision for each Council to make in each instance.

The Council will ensure that its community engagement and decision making is appropriate for the significance of each decision it makes, irrespective of whether or not the decision is significant.

If a decision is significant (under s5) then the Council will meet a higher standard of engagement and (as required by s76(3) of the LG Act) will ensure that the decision making and consultation principles of s77, 78, 80, 81 and 82 have been appropriately complied with.

Council's Approach to Significance

Based on the above definitions the Council will determine the significance of a decision by assessing:

- Its impact on the achievement of the Council's 10 Year Plan (Long-Term Plan). The 10 Year Plan sets out what the Council is aiming to achieve (see the following table). In general, a significant decision is one that has high and ongoing impact on the achievement of the Council's 10 Year Plan
- Its impact on those persons who are particularly affected by or interested in the decision. In general, a significant decision is one that has high and ongoing impact on or interest from many people across the community
- Its impact on the Council's resources and capacity to perform its role. In general, a significant decision is one that has high and ongoing cost.

It is the Council that decides whether or not a decision is significant. In making this decision the Council will take into account community views.

The Council has no pre-set triggers or thresholds to determine what is high or ongoing.

In making its decision the Council will take into account all three of the above criteria - a single criterion on its own does not necessarily determine significance. The Council will also consider the cumulative impact of closely related decisions.

10 Year Plan Vision and Goals

Vision:

Palmerston North: Small city benefits, Big city ambition - He iti rā, he iti pounamu

Goals:

An innovative and growing city
 A creative and exciting city
 Connected and safe communities
 An eco city
 A driven and enabling Council

All reports that go to Council will contain an assessment of the significance of the recommended decisions. If the recommendations are considered to be significant a recommendation confirming this and that the Council has engaged appropriately will be included. A statement showing how the Council will (or has) appropriately observe(d) the applicable sections of the Act will also be included.

Whether or not a decision is significant, the Council will still engage appropriately.

Most recommended Council decisions will not be significant.

If the Council substantially changes the report's recommendations then it will have to assess the significance of the new recommendations before it adopts them.

Council's Strategic Assets

The Significance and Engagement Policy must list Council's strategic assets.

A strategic asset is any "asset or group of assets that the local authority needs to retain if the local authority is to maintain the local authority's capacity to achieve or promote any outcome that the local authority determines to be important to the current or future well-being of the community" (LG Act s5).

The Act also says that any housing Council owns to provide affordable housing as part of its social policy and any airport company shares are strategic assets.

In general, if Council is making a decision about a strategic asset it will use a greater degree of engagement than it will for a non-strategic asset. In particular, the Council cannot transfer ownership or control of a strategic asset unless it has first consulted with the community through a Long-Term Plan Consultation Document (LG Act s97).

The Council's strategic assets are:

- social housing as a whole (for low-income older people or people on low incomes with additional needs)
- public rental housing as a whole
- shares in Palmerston North Airport Ltd
- roading and traffic network as a whole (including footpaths, street lighting & parking)
- wastewater reticulation network and treatment plant as a whole
- water supply, treatment, storage and reticulation network as a whole
- stormwater network and land drainage system as a whole
- The Square and Te Marae o Hine as a whole
- reserves zoned for recreation purposes or subject to the Reserves Act as a whole
- the Esplanade, Ongley Park, Fitzherbert Park and Manawaroa Park as a whole
- aquatic facilities as a whole
- Central Energy Trust Arena as a whole
- walkways as a whole
- Ashhurst Domain as a whole
- Memorial Park as a whole
- the parts of the Manawatū River Park owned by Council, as a whole
- Linklater Park as a whole
- Te Manawa
- the Regent Theatre
- the Globe Theatre
- Caccia Birch
- City Library (including community libraries and mobile library) as a whole
- archives as a whole
- community centres as a whole
- cemeteries and crematorium as a whole
- that portion of the Civic Administration Building sited on The Square.

The Council considers each asset and groups of assets listed above as a single whole asset. This is because the asset or group of assets as a whole delivers the service.

“Strategic assets”, therefore refers to the whole asset or group of assets and not individual components unless that component substantially affects the ability of the Council to deliver the service. If the Council is considering a decision on any individual component of a strategic asset that substantially affects the ability of the Council to deliver or promote its services then that component will be treated as strategic.

The Council recognises that there will be some assets that, although not fitting the legal definition of strategic asset, are of high community importance and interest. The Council will appropriately engage with the community on issues relating to these assets. In these cases proposals or decisions regarding these assets may be significant.

Monitoring and Review

This Policy will be reviewed every three years through the 10 Year Plan.

It will be monitored as part of Council's monitoring of the Good Governance and Active Citizenship Plan.

This Policy was adopted on XX June 2021

Appendix 1:

Local Government Act s82 Principles of Consultation

- (1) Consultation that a local authority undertakes in relation to any decision or other matter must be undertaken, subject to subsections (3) to (5), in accordance with the following principles:
 - (a) that persons who will or may be affected by, or have an interest in, the decision or matter should be provided by the local authority with reasonable access to relevant information in a manner and format that is appropriate to the preferences and needs of those persons:
 - (b) that persons who will or may be affected by, or have an interest in, the decision or matter should be encouraged by the local authority to present their views to the local authority:
 - (c) that persons who are invited or encouraged to present their views to the local authority should be given clear information by the local authority concerning the purpose of the consultation and the scope of the decisions to be taken following the consideration of views presented:
 - (d) that persons who wish to have their views on the decision or matter considered by the local authority should be provided by the local authority with a reasonable opportunity to present those views to the local authority in a manner and format that is appropriate to the preferences and needs of those persons:
 - (e) that the views presented to the local authority should be received by the local authority with an open mind and should be given by the local authority, in making a decision, due consideration:
 - (f) that persons who present views to the local authority should have access to a clear record or description of relevant decisions made by the local authority and explanatory material relating to the decisions, which may include, for example, reports relating to the matter that were considered before the decisions were made.

COMMITTEE WORK SCHEDULE

TO: Planning & Strategy Committee


MEETING DATE: 10 March 2021

TITLE: Committee Work Schedule

RECOMMENDATION(S) TO PLANNING & STRATEGY COMMITTEE

1. That the Planning & Strategy Committee receive its Work Schedule dated March 2021.

ATTACHMENTS

1. Committee Work Schedule March 2021 [↓](#) 

PLANNING & STRATEGY COMMITTEE

COMMITTEE WORK SCHEDULE – MARCH 2021

Item No.	Estimated Date	Report	Subject	Person Responsible	Current Position	Date of Instruction/ Point of Origin
1.	February May 2021		Draft Procurement Policy targeting social and environmental impact	Chief Financial Officer	Policy with senior management	19 August 2019 Clause 54.3
2.	March/April June 2021		Draft Trade Waste Bylaw	General Manager, Strategy & Planning	In progress	12 August 2020 Clause 27-20
3.	2021		Report re consultation on the future of the Summerhays Street bowling green site	General Manager, Strategy & Planning, Chief Infrastructure Officer		Play, Recreation & Sport 18 March 2020 Clause 4.5
4.	June 2022		Palmerston North Civic and Cultural Precinct Masterplan – options	General Manager, Strategy & Planning	Seeking expressions of interest to progress report	1 April 2019 clause 16.1
5.	TBA		Transport Portfolio	Councillor Brent Barrett		