



PAPAIOEA
PALMERSTON
NORTH
CITY

PALMERSTON NORTH CITY COUNCIL

AGENDA

ENVIRONMENTAL SUSTAINABILITY COMMITTEE

9AM, WEDNESDAY 17 NOVEMBER 2021

COUNCIL CHAMBER, FIRST FLOOR,
CIVIC ADMINISTRATION BUILDING,
32 THE SQUARE, PALMERSTON NORTH

MEMBERS

Brent Barrett (Chairperson)
Zulfiqar Butt (Deputy Chairperson)
Grant Smith (The Mayor)

Vaughan Dennison
Renee Dingwall
Lorna Johnson
Billy Meehan

Orphée Mickalad
Karen Naylor
Aleisha Rutherford
Peter Te Rangi

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

ENVIRONMENTAL SUSTAINABILITY COMMITTEE MEETING

17 November 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. Presentation - Waka Kotahi Page 7

6. Presentation - Manawatū River Source to Sea Page 9

7. Confirmation of Minutes Page 11

“That the minutes of the Environmental Sustainability Committee meeting of 15 September 2021 Part I Public be confirmed as a true and correct record.”

8. Waste Minimisation - Proposal for a Campaign to Reduce Non-Recyclable Plastic Waste to Landfill Page 15

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

9. Update on the Eco Design Advisor Service Page 23

Memorandum, presented by Nelson Lebo, Eco Design Advisor.

10. Committee Work Schedule - November 2021 Page 27

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].

PRESENTATION

TO: Environmental Sustainability Committee

MEETING DATE: 17 November 2021

TITLE: Presentation - Waka Kotahi

RECOMMENDATION(S) TO ENVIRONMENTAL SUSTAINABILITY COMMITTEE

- 1. That the Environmental Sustainability Committee receive the presentation for information.**
-

SUMMARY

Mr Peter McGlashan, Lead Advisor, Urban Mobility from Waka Kotahi will make a presentation to the Committee regarding micro-mobility and e-scooter services.

ATTACHMENTS

Nil

PRESENTATION

TO: Environmental Sustainability Committee

MEETING DATE: 17 November 2021

TITLE: Presentation - Manawatū River Source to Sea

RECOMMENDATION(S) TO ENVIRONMENTAL SUSTAINABILITY COMMITTEE

- 1. That the Environmental Sustainability Committee receive the presentation for information.**
-

SUMMARY

Tom Shannon and Ian Rasmussen from Manawatū River Source to Sea and a collective of Environment Network Manawatu members would like to update the Committee on the kiwi habitat restoration opportunities in the Ruahine and Tararua ranges and what this could mean for the city of Palmerston North.

ATTACHMENTS

Nil

PALMERSTON NORTH CITY COUNCIL

Minutes of the Environmental Sustainability Committee Meeting Part I Public, held in the Conference & Function Centre, 354 Main Street, Palmerston North on 15 September 2021, commencing at 9.12am

Members Present: Councillors Brent Barrett (in the Chair), Zulfiqar Butt, Vaughan Dennison, Renee Dingwall, Lorna Johnson, Billy Meehan, Orphée Mickalad, Karen Naylor, Aleisha Rutherford and Mr Peter Te Rangī.

Non Members: Councillors Susan Baty, Rachel Bowen, Lew Findlay QSM, Patrick Handcock ONZM, Leonie Hapeta and Bruno Petrenas.

Apologies: The Mayor (Grant Smith) (late arrival on Council business), and Councillors Billy Meehan and Leonie Hapeta (early departure).

Note: Mr Peter Te Rangī made a Declaration of Office.

The Mayor (Grant Smith) entered the meeting at 3.30pm after consideration of clause 32-21. He was not present for clauses 31-21 and 32-21.

Councillor Billy Meehan left the meeting at 4.20pm during consideration of clause 34-21. He was not present for clause 35-21.

Councillor Leonie Hapeta left the meeting at 4.25pm during consideration of clause 34-21. She was not present for clause 35-21 inclusive.

31-21 Apologies

Moved Brent Barrett, seconded Zulfiqar Butt.

The COMMITTEE RESOLVED

1. That the Committee receive the apologies.

Clause 31-21 above was carried 15 votes to 0.

The meeting adjourned at 9.12am.

The meeting resumed at 3.15pm.

Declaration of Office

Mr Peter Te Rangī made a Declaration of Office.

32-21 Confirmation of Minutes

Moved Brent Barrett, seconded Zulfiqar Butt.

The **COMMITTEE RESOLVED**

1. That the minutes of the Environmental Sustainability Committee meeting of 19 May 2021 Part I Public be confirmed as a true and correct record.

Clause 32-21 above was carried 16 votes to 0.

The Mayor (Grant Smith) entered the meeting at 3.30 pm.

33-21 Progress Towards Actions in the Waste Management and Minimisation Plan 2019

Memorandum, presented by Mike Monaghan, Manager - Water Operations.

Officers highlighted the following errors in the report and attachments:

- Report – 4.1 should read “due to be investigated”.
- Attachment C.03 should read E.01 not E.06.

Moved Brent Barrett, seconded Zulfiqar Butt.

The **COMMITTEE RESOLVED**

1. That the memorandum titled ‘Progress Towards Actions in the Waste Management and Minimisation Plan 2019’ reported to the Environmental Sustainability Committee on 15 September 2021 be received for information.

Clause 33-21 above was carried 16 votes to 0.

34-21 PNCC Organisational Emissions Inventory and Management Plan

Memorandum, presented by Adam Jarvis, Senior Climate Change Advisor.

Councillor Billy Meehan left the meeting at 4.20pm.

Councillor Leonie Hapeta left the meeting at 4.25pm.

A motion was moved on the Palmerston North City Council Emissions Inventory to include sequestered carbon to allow for more complete reporting.

Moved Brent Barrett, seconded Zulfiqar Butt.

The **COMMITTEE RESOLVED**

1. That the memorandum titled ‘PNCC Corporate Emissions Inventory

and Management Plan' and the attachments titled '2019-20 PNCC Emissions Inventory Report' and '2021-2024 PNCC Emissions Management and Reduction Plan' reported to the Environmental Sustainability Committee on 15 September 2021 be received for information.

Clause 34-21 above was carried 15 votes to 0.

Moved Aleisha Rutherford, seconded Zulfiqar Butt.

The **COMMITTEE RESOLVED**

2. That future Palmerston North City Council Organisation Emissions Inventory (both corporate and citywide) includes sequestered carbon, as per the guidelines provided by Ministry for the Environment.

Clause 34.2-21 above was carried 9 votes to 5, with 1 abstention, the voting being as follows:

For:

Councillors Rachel Bowen, Zulfiqar Butt, Renee Dingwall, Lew Findlay QSM, Lorna Johnson, Karen Naylor, Bruno Petrenas, Aleisha Rutherford and Mr Peter Te Rangi.

Against:

The Mayor (Grant Smith) and Councillors Brent Barrett, Susan Baty, Vaughan Dennison and Patrick Handcock ONZM.

Abstained:

Councillor Orphée Mickalad.

35-21 Committee Work Schedule - September 2021

Moved Brent Barrett, seconded Zulfiqar Butt.

The **COMMITTEE RESOLVED**

1. That the Environmental Sustainability Committee receive its Work Schedule dated September 2021.

Clause 35-21 above was carried 15 votes to 0.

The meeting finished at 4.45pm

Confirmed 17 November 2021

Chairperson

MEMORANDUM

TO: Environmental Sustainability Committee

MEETING DATE: 17 November 2021

TITLE: Waste Minimisation - Proposal for a Campaign to Reduce Non-Recyclable Plastic Waste to Landfill

PRESENTED BY: Mike Monaghan, Water and Waste Operations Manager

APPROVED BY: Sarah Sinclair, Chief Infrastructure Officer

RECOMMENDATION TO ENVIRONMENTAL SUSTAINABILITY COMMITTEE

1. That the report titled 'Waste Minimisation – Information on a Campaign to Reduce Non-Recyclable Plastic Waste to Landfill' be received for information.
-

1. ISSUE

- 1.1 Council has reduced the range of materials accepted for recycling, specifically plastics; 3 (PVC), 4 (LDPE), 6 (PS) and 7 (Other). This change came into effect on 17 May 2021.
- 1.2 Since the first COVID lockdown in March/April 2020 staff have noticed an increase in the amount of contamination being presented in the recycling wheelie bins. Contamination is classified as any material that is not an approved diverted material as outlined in Part 3 of the Waste Management and Minimisation Bylaw 2016 Administration Manual.
- 1.3 This memorandum provides information on a planned campaign to address matters raised about the level of information available to the community to divert their unwanted items correctly. It also addresses and enhances on the principles of waste minimisation by providing information to reduce the amount of waste generated in the first instance.
- 1.4 The costs for this campaign have been included in Year 1 of the 10 Year Plan budgets, which is fully funded via waste minimisation funding.

2. BACKGROUND

- 2.1 Representatives from Environment Network Manawatu (ENM) presented to the 9 September 2020 Environmental Sustainability Committee Meeting. The presentation focussed on what was happening in the food resiliency sector in the Manawatū through the work of the Manawatu Food Action Network (MFAN). The ENM speakers expressed their desire to work with Council to

support and coordinate on the wider issue of easily accessible, local and community focussed information on waste minimisation.

- 2.2 A report was presented to the Council meeting of 25 November 2020, outlining issues with finding suitable markets for the mixed grade plastic bales, these bales have traditionally been sent offshore for recycling.
- 2.3 Mixed grade plastics are now subject to additional restrictions under the Basel Convention which became effective on 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. Additionally a recent report recommended to Ministry for the Environment (MFE) that only plastic grades 1,2 and 5 should be collected in recycling services.
- 2.4 Council resolved at the 25 November 2020 Council Meeting:

That the Chief Executive report on options, including education, to reduce non-recyclable plastic waste to landfill and which could be delivered to the community alongside any change in PNCC plastic recycling services.

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.
- 2.5 Consultation on the proposal to reduce the range of plastics accepted for recycling occurred from 27 November 2020 through to Friday 8 January 2021, with 82 written submissions received as well as extensive engagement through social media posts.
- 2.6 A memorandum was presented to the Planning and Strategy Committee meeting of 10 March 2021 which provided an analysis of the submissions received and recommended that the range of plastics accepted in the recycling be reduced.
- 2.7 This memorandum included a community engagement strategy to inform the community of the changes to the recycling service, how these changes affected them and when the changes would take effect.
- 2.8 Committee recommended at the 10 March 2021 Planning and Strategy Committee:
 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 and Strategy Committee 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 17 May 2021.*

These recommendations were resolved at the 7 April 2021 Council Meeting.

- 2.9 This memorandum provides further information in response to the following Council resolution from Council meeting 25 November 2020:

That the Chief Executive report on options, including education, to reduce non-recyclable plastic waste to landfill and which could be delivered to the community alongside any change in PNCC plastic recycling services.

- 2.10 This memorandum outlines a proposed education and behaviour change campaign to follow on from the community engagement on the changes to the recycling service, with a view to support the changes, expand and focus on reducing non-recyclable plastic waste to landfill. The issue of contamination will also be addressed during this campaign.
- 2.11 It is important to note that it is not within Council's remit to ban/phase-out the use of such plastics or introduce other mechanisms (such as product stewardship or extended producer responsibility) to deal with the non-recyclable plastic waste that is sent to landfill.
- 2.12 Central government policy and regulations are leading the change in how we manage these materials. Recent announcements from central government include:
- Implementation of the amendment to the Basel Convention for control of transboundary movements of hazardous waste and their disposal – January 2021
 - Expansion and increase of the waste disposal levy – July 2021
 - Phase out of problematic plastics in Aotearoa – commencing in late 2022 for PVC meat trays, polystyrene takeaway packaging, expanded polystyrene food and drink packaging, oxo and photo degradable plastics, plastic drink stirrers and plastic stemmed cotton buds, followed by in Mid 2023 for plastic produce bags, plastic plates, bowls and cutlery, plastic straws and plastic produce labels
 - Waste Reduction Work Programme – August 2021
 - National Plastics Action Plan – September 2021
 - Current consultation on a new national waste strategy and new comprehensive waste legislation
- 2.13 While our campaign focusses on the recent changes we made to our recycling collections, we have also included information that supports the direction coming from central government.

3. WASTE MINIMISATION CAMPAIGN

3.1 The Waste Minimisation campaign sets out to achieve the following strategic objectives with regard to non-recyclable plastics:

- To raise public awareness, understanding and involvement with the recent change to the range of plastics accepted for recycling
- To educate our residents of the problem we have with contamination
- To provide examples of common items that are no longer accepted, and provide examples for alternatives
- To remind our residents of their consumer power and encourage them to speak up and call for products to be packaged in materials that can be recycled here in Aotearoa
- To provide alternatives and suggest ways to reduce waste (especially non-recyclable plastic waste)
- To mitigate and manage any criticism, issues or reputational risks
- To align our information with direction and guidance from central government

3.2 This campaign will be wide ranging and will target audiences in different ways.

3.3 Our target audience for this campaign includes:

- General public
- Families – especially focussing on plastic waste created through lunchboxes, toys, etc
- Residents recycling in the public spaces
- Event participants
- Commercial and businesses

3.4 Key Messages will include:

- We're waving goodbye to the trash in our life. We're breaking up with plastic.
- We're proud to be an eco-city – but we need your help to keep being that.
- We want to make it easy for you and your family to do the right thing.
- You don't have to make heaps of changes all at once. What is one change you can make this week?
- We know that sometimes reducing waste does cost more, but if we all do our bit, we can make some big improvements.
- We've got tools to help you and your family to make the greener choice.
- Being one of the youngest cities in New Zealand means we have a lot of under-15's. Let's help them grow up knowing better than we did.

- When you are about to use or buy an item, think about whether you could reuse something you've already got, or where the item or packaging will end up.
- Are there reusable/refillable options instead?
- Check out our waste hub for all this information.
- We offer commercial recycling and food waste services to help your business look after the planet. Talk to us today!

3.5 Tactics to deliver the messages will include:

- Billboards – Billboards with clear examples of easy switches we can all make.
- Radio advertising and sponsored content – Advertising about easy ways to reduce waste. Sponsored content will focus on common items we can switch out. Sponsored content is where we get the radio morning shows to talk about a topic for a guaranteed period each morning for a week. This may include the announcers joining our team on the sorting line, going through their recycling bins and showing easy switch outs, and plugging the open days at Awapuni.
- Newspaper advertising.
- Media interviews.
- Social Media – paid and unpaid. Polls, awareness videos, easy switches, plugging waste hub content behind the scenes, giveaways etc. Collaborate with stakeholder groups to share content.
- Posters – Common switches that can be made.
- Digital advertising.
- Challenge between families – challenging two families to reduce their waste as much as possible over a time period and video documenting it.
- Letters/material for commercial clients – working with commercial clients to promote how they've reduced waste and create collateral for the waste team to promote the waste minimisation services offered by Council.
- Open days at Awapuni – Public open day where people can see how the Material Recovery Facility (MRF) operates and get a close look at how much recycling we collect.
- Update the public event bins – improved signage that is icon based to make it clearer what goes in each bin.
- Waste Hub – promotion of ongoing new content.
- School holiday 'treasure hunt' – hide palmy rocks around the City, with winners receiving reusable prizes (e.g. silicone straws, reusable snap lock bags, drink bottles etc).

3.6 Proposed Campaign Budget

Item	Proposed Expenditure
Design	\$3,000
Billboards	\$5,000
Radio Advertising	\$2,500
Digital Advertising	\$10,000
Awapuni Open Days	\$5,000
Letter drop to Commercial Clients	\$500
I-site Billboard	No Charge
Creating materials for Events Bins	\$2,000
Posters/Flyers	\$2,000
Give-away's (prizes)	\$2,500
Staff Resources Waste Team/Marcoms	\$2,500
Total	\$35,000

This budget has been created to have the most impact. Communications and marketing require a level of saturation to ensure people are engaged. This budget could be reduced but we don't believe we would be able to reach the saturation levels required to make a big impact.

3.7 Campaign Timeframe

We're proposing that this campaign runs from February 2022 through to mid-March 2022, for a period of six weeks. This will follow on from the campaign earlier this year that outlined the changes to what plastics are accepted for recycling. This timing means that people will have gotten used to the changes in the recycling we collect.

With any behaviour change campaign, it is essential that we don't ask too much of people over a short period of time as there is a risk that people feel overwhelmed and disengage. The time period between these two education campaigns will ensure that isn't a concern.

While the campaign would have an end date, our general recycling behaviour change communication and service announcements will continue.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
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 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 Sustainable Practices Plan	
The action is: Foster waste reduction and more sustainable waste management behaviours across the city including requiring all events on Council land and/or funded by Council to use 100% recyclable or compostable materials	
Contribution to strategic direction and to social, economic, environmental and cultural well-being	Improving and enhancing the access to information for the community on how to reduce (minimise waste) contributes to the goal of fostering waste reduction and more sustainable waste management behaviours.

ATTACHMENTS

Nil

MEMORANDUM

TO: Environmental Sustainability Committee

MEETING DATE: 17 November 2021

TITLE: Update on the Eco Design Advisor Service

PRESENTED BY: Nelson Lebo, Eco Design Advisor

APPROVED BY: David Murphy, Chief Planning Officer

RECOMMENDATION TO ENVIRONMENTAL SUSTAINABILITY COMMITTEE

1. That the memorandum titled 'Update on the Eco Design Advisor Service' be received for information.
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1. ISSUE

- 1.1 Several years have passed since an update was presented to elected members on Council's Eco Design Advisor (EDA) service.
- 1.2 The service offers free independent advice to Palmerston North residents, architects, designers, and builders on sustainable design and energy options for buildings. The service has also been able to take a range of opportunities to promote sustainable practices through national television, radio, print media, seminars, and workshops.
- 1.3 Since the emergence of Covid-19, the nature of the service delivery has shifted somewhat towards more remote consultations, with a reduction in the number of in-home visitations.
- 1.4 This memorandum will be supported with a presentation at Committee.

2. BACKGROUND

- 2.1 Council's Eco Design Advisor provides a range of services tailored to the diverse circumstances of Palmerston North City residents:
- 2.2 Owner/Occupied Homes
 - Home/remote consultations for retrofits or renovations.
 - Consultations for new builds as early in the process as possible.
 - Presentations to community groups and professional organisations on the above.

2.3 Rental Properties

- Working with tenants and/or landlords on healthy rental properties.
- Working with social workers to support vulnerable tenants.
- Teaching a session at each Ready-to-Rent programme with the Housing Advice Centre.
- Presenting to the Manawatū Property Investors through regional and national forums and conferences.
- Presenting to Real Estate firms and Property Managers.

2.4 General

- Presenting to refugees at English Language Partners on Healthy Homes.
- Delivering workshops for 'Sustainable Living Programme' participants.
- Running workshops for Super Grans on a wide range of sustainability topics.
- Working with the Red Cross Curtain Bank to promote their work and to distribute curtains and blinds to families in need.
- Disseminating Eco Design Advice through other media and interviews: TV, radio, print, and digital. Many of these opportunities have had National reach.

3. NEXT STEPS

- 3.1 Significant work is required to bring Palmerston North's homes (and New Zealand's more generally) up to a minimum standard. Too many homes continue to be cold, damp, and energy inefficient – with flow on effects on health, wellbeing, and climate change.
- 3.2 The regulatory environment continues to evolve, with improvements to rental homes mandated through the Healthy Homes Guarantee Act (which came into force in July 2019), with further changes expected as a result of the Government's focus on climate change mitigation.
- 3.3 Rising to meet these challenges, delivery of EDA advice will continue to evolve, making use of new technologies and media channels to assist with consultations and the promotion of sustainable practices.

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
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	No

Consultative 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
The recommendations contribute to Goal 4: An Eco City		
The recommendations contribute to the achievement of action/actions in Environmental Sustainability		
The action is: Provide free independent advice to residents about how to make their homes more sustainable through the Eco Design Advisor service		
Contribution to strategic direction and to social, economic, environmental and cultural well-being	The Eco Design Advisor service is a direct fulfilment of the strategic action above	

ATTACHMENTS

Nil

COMMITTEE WORK SCHEDULE

TO: Environmental Sustainability Committee

MEETING DATE: 17 November 2021

TITLE: Committee Work Schedule - November 2021

RECOMMENDATION TO ENVIRONMENTAL SUSTAINABILITY COMMITTEE

- 1. That the Environmental Sustainability Committee receive its Work Schedule dated November 2021.**

ATTACHMENTS

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

ENVIRONMENTAL SUSTAINABILITY COMMITTEE

COMMITTEE WORK SCHEDULE – NOVEMBER 2021

Item No.	Estimated Report Date	Subject	Officer Responsible	Current Position	Date of Instruction/ Point of Origin
1.	November 2021 March 2022	Investigate options for eco-burial in Palmerston North	Chief Infrastructure Officer	Team changes and recruitment being undertaken	9 December 2020 clause 19.2
2.	November 2021 March 2022	Environmental Sustainability Report 2021	Assistant Chief Executive/ Chief Planning Officer	Investigate addendum for this calendar year	Terms of Reference of Committee
4.	Late 2022	Environmental Sustainability Report 2022	Assistant Chief Executive/ Chief Planning Officer		Terms of Reference of Committee

Oasis # 13971092