

<b>Report to:</b>	<b>KWSG September meeting</b>
<b>Date:</b>	September 23
<b>Subject:</b>	Kaikōura Waste Steering Group update
<b>Prepared by:</b>	Libby Clifford, Communications and Engagement Manager
<b>Input sought from:</b>	KSWG steering group members
<b>Authorised by:</b>	Angela Oosthuizen, CEO

## 1 PURPOSE AND ORIGIN

This report provides Council with an update on the progress of the Kaikōura Waste Steering Group (KWSG).

The KWSG was established in September 2019 to provide direction on development, coordination, consultation, management and reporting of a review of Kaikōura’s waste minimisation strategy and Waste Management and Minimisation Plan (WMMP) and landfill closure and conversion to a transfer station.

A project vision, objectives and outcomes and a project team are in place. Project timelines are continuing to develop. Planning for communications and engagement, risk and financial management is well underway.

## 2 RECOMMENDATION

### ***That Council:***

1. Receives the report

## 3 BACKGROUND

The project is divided into three workstreams, overseen by the KWSG.

1. The development and implementation of a Waste Management and Minimisation Strategy and Action Plan (known collectively as the WMMP)
2. The development of a long term solid waste management solution (transfer facility)
3. The closure of the current landfill

Project vision;

Kaikōura’s waste minimisation and management solutions help the district move forward as a great place to live with a strong, well-connected community, that is ecologically exemplary and economically prosperous

Project objectives:

- a fit for future new waste minimisation strategy is adopted by council no later than 30 June 2020 with a total cost of no more than approximately \$50,000
- Undertake a section 17a review to determine future service delivery on solid waste

- a fit for future waste management facility is operational on the existing IWK site by no later than June 2021 at a total cost of no more than \$2.8million
- a fit for purpose consented and compliant closure management plan for the current landfill is developed and implemented by 2021 and a cost of no more than \$1.2million

Project outcomes;

- Kaikōura remains a community that prides itself on managing its waste as safely, sustainably and responsibly as it can afford to
- Waste minimisation and management solutions align with tikanga Maori and uphold the principles of the Treaty of Waitangi
- Waste minimisation and management solutions balance cost against environmental sustainability, and operational safety, capability and efficiency
- Waste minimisation and management solutions support a district economy that is diverse and provides continuous employment opportunities
- Waste minimisation and management solutions are fit for future, with a minimum viable life of 10 years.
- The Kaikōura community understands the operational and financial realities of waste management in a modern context, resulting in acceptable satisfaction with levels of service around waste

## 4 DISCUSSION

### 4.1 Council workshop on WMMP

A workshop with Councillors, IWK staff and project consultant Chris Purchas (Tonkin+ Taylor) was held on 11 September. The goal of the workshop was to set

- Context for the strategy – landfill decision, Service Delivery review
- Outline the review process including timeline
- Brief outline of what is happening elsewhere
- Summary of the current situation in Kaikōura
- Discussion and debate on priorities for Council and the community

The workshop was highly successful. The consultant will use all feedback to help inform the delivery of the draft WMMP.

### 4.2 17a review (waste) and development of a long term solid waste management solution (transfer facility)

As part of working towards the development of a long term solid waste management solution (transfer facility) a full Section 17A review of solid waste service delivery options will be carried out. It will consider a wide range of service delivery models and service providers.

This will include evaluating options around becoming a shareholder in Transwaste Canterbury and options around the use of Kate Valley and/or Bluegums. (Note: this review must be completed allowing sufficient time for final decisions to be made and contracts to be in place from May 2021.)

An RFP for concept design for transfer station is under development. It will include:

- Concept design for transfer station
- Design of landfill capping, consenting requirements and landfill management plan.

Concept design will include requirements to move all office buildings/plant to within leased/consented area.

Landfill capping will include final design (levels), capping closure management plan, aftercare plan and costs.

### 4.3 Communications and engagement

A communication plan is under development. The intention is to engage openly and often with key influencers and stakeholders including the business association, community and environmental groups. Approaches have been made to Te Rūnanga o Kaikōura (TROC) to seek an appropriate appointee to the steering group. Wider work to engage with TROC around the project is also underway.

An open day at IWK is to be held in late October and will provide a useful opportunity to talk with residents about waste needs, wants and perceptions.

A short survey is planned to understand businesses and community perceptions around waste. Survey results will help inform the WMMP and the IWK open day. Survey to be complete by October 12.

A special consultative procedure will be required for the waste minimisation project. A special consultative procedure may be also required on the outcomes of the 17a review.

The special consultative procedure will be carried out as part of consultation around the Annual Plan 2020/2021.

## 5 NEXT STEPS

Note: the timeline is still developing and should be considered as a living draft.

**Green = done, yellow = underway, red = action needed**

Month	Milestones			Steering Group Tasks
	WMP	Solid Waste Solution (Transfer station)	Landfill closure plan	
August 2019	Kickoff			<ul style="list-style-type: none"> <li>- Confirm vision, objectives, outcomes, team and scope</li> <li>- Confirm timing, milestones and interdependencies for all projects</li> </ul>
September 2019	Council workshop (overview/ vision)		Develop concept	<ul style="list-style-type: none"> <li>- WMMP workshop with Council</li> <li>- Confirm timing and scope for 17a</li> <li>- Confirm risk management and comms approach</li> </ul>
October 2019	Draft Strategy	Concept RFP to market  17a Commences	RFP for capping (part of transfer station RFP)	<ul style="list-style-type: none"> <li>- Attend and support IWK open day</li> <li>- Promote Community and business survey</li> <li>- Review and approve RFP</li> </ul>
November 2019	Engagement - 'scene setting' workshops	Move to procurement	Begin consent/RMA process	<ul style="list-style-type: none"> <li>- Review RFP outcomes</li> <li>- Approve outline for council workshop on 17A</li> </ul>
Dec 2019		Council workshop on 17a		<ul style="list-style-type: none"> <li>- Approve outline for Workshop with Council on WMMP</li> <li>- Review draft WMMP</li> </ul>
Jan 2020	Workshop Draft with Council	RFP for concept design complete  17a finalised and adopted		<ul style="list-style-type: none"> <li>- Review RFP outcomes</li> <li>- Review 17a outcomes</li> </ul>

Month	Milestones			Steering Group Tasks
	WMP	Solid Waste Solution (Transfer station)	Landfill closure plan	
	Draft Strategy adopted			
Feb 2020		RFP for detailed design		- Review content for Annual plan
March 2020				
April 2020	Consult	Consult	Consult	- Review application for MFe Funding
May 2020	Apply for MfE funding as eligible	Scope works & prepare tender		
June 2020	Strategy adopted	Tender	Detailed design	- Adjudicate tender
Aug 2020	Implement	Tender		- Approve construction partner
Sep 2020	Implement	Contract Building Consent		
Oct 2020	Implement	Start construction – 12 month process ?		
Nov 2020				

## 6 FINANCIAL IMPLICATIONS AND RISKS

### 6.1 Financial implications

Projects are currently tracking to budget. A full financial update will be provided to the incoming council in December.

### 6.2 Risk Management

A risk management framework is currently being developed and will be provided to the incoming council in December.

## 7 COMMUNITY OUTCOMES SUPPORTED

The work is in support of all community outcomes.



We value, protect and enhance Kaikōura's unique natural environment and biodiversity and sustainably manage disposal of waste.



Our community is resilient, safe and well and has their essential needs met



Our District is economically diverse, attractive to investment and provides certainty around business and employment continuity.



Our community participates in decisions and planning in a way that benefits our future.



Our infrastructure, housing and community facilities are easily accessible, cost effective and able to withstand our natural hazards.



Residents and visitors enjoy an improved quality of life in our District.