

Rārangi take Kaunihera

Council Agenda

Monday 19 February 2024, 4 pm
Council Chamber, Albion Street, Hāwera



Ngā Mema o te Komiti / Committee Members



Phil Nixon
Mayor



Andy Beccard
Councillor



Mark Bellringer
Councillor



Celine Filbee
Councillor



Te Aroha Hohaia
Councillor



Robert Northcott
Deputy Mayor



Leanne Horo
Councillor



Aaron Langton
Councillor



Steffy Mackay
Councillor



Tuteri Rangihaeata
Councillor



Bryan Roach
Councillor



Brian Rook
Councillor



Diana Reid
Councillor



Racquel Cleaver-Pittams
Councillor

Apatono / Delegations

The Full Council's role is to carry out responsibilities under the Local Government Act 2002. It is the final decision-making authority within the Council and generally ratifies recommendations made by other committees.

It is made up of all Councillors and the Mayor.

Powers that cannot be delegated

The powers that cannot be delegated by the Council are:

- (a) the power to make a rate
- (b) the power to make a bylaw
- (c) the power to borrow money, or purchase or

dispose of assets, other than in accordance with the long-term plan

(d) the power to adopt a long-term plan, annual plan or annual report

(e) the power to appoint a chief executive

(f) the power to adopt policies required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the Local Governance Statement.

(g) the power to adopt a remuneration and employment policy

Huinga Tāngata / Attendance Register

Date	01/05/23	15/05/23	26/06/23	07/08/23	23/08/23	04/09/23	18/09/23	18/09/23	16/10/23	18/10/23	30/10/23	06/11/23	27/11/23	11/12/23
Meeting	E	O	O	O	E	E	E	O	E	E	O	E	E	O
Andy Beccard	√	√	√	√	√	A	√	√	√	√	√	√	√	√
Mark Bellringer	√	√	√	√	√	A	√	√	√	√	√	√	√	√
Celine Filbee	√	√	√	√	AO	√	√	√	√	√	A	A	A	A
Te Aroha Hohaia	√	√	√	√	√	√	√	√	√	√	A	A	√	√
Leanne Horo	√	A	√	√	A	√	X	√	A	A	A	X	√	√
Aarun Langton	√	√	√	√	A	√	√	√	√	X	√	X	A	X
Steffy Mackay	√	√	√	√	√	√	√	√	√	√	√	√	A	√
Phil Nixon	√	√	√	√	√	√	A	A	√	√	√	√	√	√
Robert Northcott	√	√	√	√	√	√	√	√	A	√	√	√	√	√
Tuteri Rangihaeata	√	√	√	√	X	√	X	√	A	X	A	X	√	√
Diana Reid	√	√	A	√	√	√	√	√	√	A	√	A	√	√
Bryan Roach	√	√	A	√	√	√	A	A	A	√	√	√	√	√
Brian Rook	√	√	√	√	X	√	√	√	√	A	A	√	√	√
Racquel Cleaver-Pittams	√	√	√	√	A	√	√	√	√	√	√	√	√	√

Key

√	Attended
AO	Attended Online
-	Was not required to attend
A	Apology
Y	Attended but didn't have to attend
X	Did not attend - no apology

Types of Meetings

I	Inaugural
O	Ordinary Council Meeting
E	Extraordinary Council Meeting

He Karere Haumarū / Health and Safety Message

In the event of an emergency, please follow the instructions of Council staff.
If there is an earthquake – drop, cover and hold where possible. Please remain where you are until further instruction is given.

He Pānga Whakararu / Conflicts of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they might have.



Rārangi Agenda

Ordinary Council Monday 19 February 2024 at 4 pm

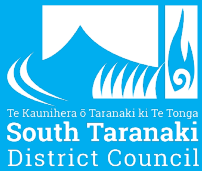
1. **Karakia**
2. **Matakore / Apologies**
3. **Tauākī Whakarika / Declarations of Interest**
4. **Pānui o te Whakataunga / Notice of Motion**
 - 4.1 [Notice of Motion – Ōpunakē TSB Bank Building](#)
5. **Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**
 - 5.1 Rotokare Reserve
6. **Whakaaetia ngā Menīti / Confirmation of Minutes**
 - 6.1 [Ordinary Council held on 11 December 2023](#)..... Page 12
7. **Ngā Menīti Komiti me ngā Poari / Committee and Board Minutes**
 - 7.1 [Extraordinary Environment and Hearings Committee held on 17 January 2024](#) Page 23
 - 7.2 [Te Hāwera Community Board held on 22 January 2024](#)..... Page 28
 - 7.3 [Pātea Community Board held on 23 January 2024](#) Page 34
 - 7.4 [Eltham-Kaponga Community Board held on 24 January 2024](#)..... Page 40
 - 7.5 [Taranaki Coastal Community Board held on 24 January 2024](#)..... Page 47
 - 7.6 [Te Kāhui Matauraura held on 31 January 2024](#)..... Page 53
8. **Ngā Menīti o nga Komiti Herenga o Taranaki / Joint Committee Minutes**
 - 8.1 [Taranaki Solid Waste Committee held on 9 November 2023](#) Page 61
 - 8.2 [Regional Transport Committee held on 7 December 2023](#)..... Page 64
9. **Pūrongo / Reports**
 - 9.1 [2024-2034 Long Term Plan Adoption with Three Waters](#)..... Page 69
 - 9.2 [Trade Waste Bylaw Review](#)..... Page 76

Next Meeting Date: Wednesday 3 April 2024

Elected Members' Deadline: Wednesday 20 March 2024

9.3	2024-34 Long Term Plan – Policy Approval	Page 155
10.	Whakataunga kia noho tūmatanui kore / Resolution to Exclude the Public	
10.1	Ordinary Council held on 11 December 2023.....	Page 189
11.	Karakia	

Next Meeting Date: Monday 19 February 2023
Elected Members' Deadline: Monday 5 February 2023



Karakia

1. Karakia

Ruruku Timata – Opening Prayer

(Kia ururu mai ā-hauora,
ā-haukaha, ā-hau māia)

Ki runga

Ki raro

Ki roto

Ki waho

Rire rire hau

Paimārire

*(Fill me with vitality)
strength and bravery)*

Above

Below

Inwards

Outwards

The winds blow & bind us

Peace be with us.



Matakore Apologies

2. Matakore / Apologies

Leave of Absence: *The Board may grant a member leave of absence following an application from that member. Leave of absences will be held in the Public Excluded section of the meeting.*



Ngā Whakaputanga

Declarations of Interest

3. Tauākī Whakarika / Declarations of Interest

Notification from elected members of:

- a) Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and
- b) Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968.

Declarations of Interest: Notification from elected members of: Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members' Interests) Act 1968



Pānui o te Whakataunga

Notice of Motion

4. Pānui o te Whakataunga / Notice of Motion

4.1 Notice of Motion – Ōpunakē TSB Bank Building



19 February 2024

Chief Executive
South Taranaki District Council
Albion Street
Hāwera 4640

Dear Fiona

Notice of Motion Petition – Ōpunakē TSB Bank Building, 11 Napier Street

On 28 September 2023, TSB (Taranaki Savings Bank) closed its Ōpunake branch at 11 Napier Street, Ōpunakē. The property, 11 Napier Street is situated in Ōpunake’s central business district, guarded by the statue of Sir Peter Snell. Some members of the community are apprehensive about the type of business that may occupy the building in the future. Several members of the community attended the Taranaki Coastal Community Board meeting on 24 January to express their concerns. The Ōpunakē Business Association has written to TSB asking them to gift the building to the Council. A letter of support was written and sent to TSB from the Taranaki Coastal Community Board.

11 Napier Street, Ōpunakē is for sale through a tender process. The tenders close on 23 February 2024.

In accordance with the Standing Orders (section 27), this notice of motion asks the Council to request a report from officers to investigate the possibility of purchasing the building.

MOTION

That the Council requests officers to investigate the possibility of purchasing 11 Napier Street, Ōpunakē and presents this in a report to Council.

Regards

A handwritten signature in blue ink that reads "Bryan Roach".

Bryan Roach
Councillor
Taranaki Coastal Ward

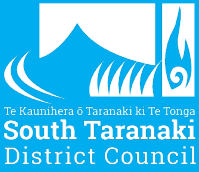


Whakatakoto Kaupapa Whānui, Whakaaturanga hoki **Open Forum and Presentations**

4. Whakatakoto Kaupapa Whānui Whakaaturanga hoki / Open Forum and Presentations

4.1 Rotokare Reserve

The Council has set aside time for members of the public to speak in the public forum at the commencement of each Council, Committee and Community Board meeting (up to 10 minutes per person/organisation) when these meetings are open to the public. Permission of the Mayor or Chairperson is required for any person wishing to speak at the public forum.



Ngā Menīti Kaunihera

Council Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Ordinary Council – 11 December 2023

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Council is being asked to adopt the Ordinary Council minutes of the meeting held on 11 December 2023.

Taunakitanga / Recommendation

THAT the Council adopts the minutes of the Ordinary Council meeting held on 11 December 2023 as a true and correct record.



Menīti Minutes

Ngā Menīti take Kaunihera Ordinary Council Meeting

Council Chamber, Albion Street, Hāwera on Monday 11 December 2023 at 4.02 pm

Kanohi Kitea / Present: Mayor Phil Nixon, Deputy Mayor Robert Northcott (Chairperson), Councillors Andy Beccard, Mark Bellringer, Racquel Cleaver-Pittams, Te Aroha Hohaia, Leanne Horo, Steffy Mackay, Diana Reid, Tuteri Rangihaeata, Bryan Roach and Brian Rook.

Ngā Taenga-Ā-Tinana / In Attendance: Fiona Aitken (Chief Executive), Herbert Denton (Group Manager Infrastructure Services), Rob Haveswood (Group Manager Community Services), Sam Greenhill (Governance and Support Officer), Reg Korau (Iwi Liaison Manager – Acting Planning Team Leader), Gerard Langford (Head of Communication and Customer Services), Christian Roy (Strategic Assets Manager), Becky Wolland (Head of Policy and Governance), one media, one member of the public (online) and one member of the public.

Matakore / Apologies: Councillor Celine Filbee.

RESOLUTION

(Cr Roach/Cr Rangihaeata)

160/23 **THAT the apology from Councillor Celine Filbee be received.**

CARRIED

1. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations

1.1 Michael Carr – Sport Taranaki

An update was provided on work carried out by Sport Taranaki. Balance is Better had been talked about for some time and data collection helped organisations make needs based decisions. The last slide of the presentation included a series of teams and people who were involved in the 2023 Taranaki Sports Awards. Through Tū Manawa there had been 101 applications across the District. There was an aim to ignite rural halls and put together collaboration for different equipment to activate those halls. An information session had been held regarding the Incorporated Societies Act. Sport Taranaki had also taken part in the Waverley Summer Jam and there had been a lot of positive feedback. The regional strategy, Collaborating for Active Spaces and Places had been looked at by all partners expect New Plymouth District Council and the TOI Foundation so far. The Taranaki Electrical Trust had indicated they did not intend to adopt the strategy.

Councillor Rook highlighted that the development of athletes was not only about physical ability but also mental attitude. It was noted that this was about age and stage appropriate

initiatives allowing athletes to develop in a specialty and expand the variety of sports they participate in also.

Councillor Hohaia highlighted that the last two times Sport Taranaki had attended the meeting she had queried about the Education Healthy Active Learning and the involvement of Te Kura Kaupapa. It was noted that the region did not get selected for this programme however different avenues were being explored independently. In response to a query from Councillor Rangihaeata regarding Taranaki not being selected it was noted that a certain number of pilots were run and Sport New Zealand dictated who was eligible. It was noted that a Māori lead had been appointed by Sport Taranaki who had obtained funding outside of normal funding streams. It was noted if a similar opportunity came up in the future Sport Taranaki would push the involvement of kura.

1.2 Annette Syme – 12 Tayler Street Subdivision

Ms Syme sought a delay on the road naming at 12 Tayler Street, Eltham. The name proposed in the agenda had not been shown to Ms Syme or Mr Leach and they provided the further suggestion of Taikaka after the initial three names they provided were not accepted. It was noted that confirmation had been received regarding the receipt of the additional suggestion. The suggested name of Taikaka represented the aspirations of the subdivision. It was requested that Taikaka be formally considered as a name suggestion.

Mayor Nixon left the meeting 4.25 pm.

It was noted that the report on the road naming would be discussed later in the meeting. In response to a query regarding a possible delay Ms Syme noted that a delay would not be an issue as the houses they were building would not be ready by the next meeting in 2024.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Ordinary Council held on 30 October 2023.

RESOLUTION

(Cr Mackay/Cr Roach)

161/23 **THAT the Council adopts the minutes of the Ordinary Council meeting held on 30 October 2023 as a true and correct record.**

CARRIED

2.2 Extraordinary Council held on 6 November 2023.

RESOLUTION

(Cr Reid/Cr Hohaia)

162/23 **THAT the Council adopts the minutes of the Extraordinary Council – Purpose to hear submissions on the Speed Management Plan meeting held on 6 November 2023 as a true and correct record.**

CARRIED

2.3 Extraordinary Council held on 27 November 2023.

Councillor Bellringer reinforced that a larger bin was not the way to go and that he was disappointed with the decision made. It was suggested that the situation needed to be explored further. Ms Aitken reminded the Council that the deliberation meeting had been held and a decision had been made. The Council was only being asked to adopt the minutes from that meeting.

Councillor Roach noted that the community were slightly misinformed. There were tools in place for extra high users to purchase a second bin to meet their demand.

Councillor Rangihaeata raised that he did not believe fortnightly was the best solution. It was suggested that a better debate could have been had. It was highlighted that the consultation process was run and the results were evenly split.

Councillor Beccard highlighted that there might be issues in the short term, however people would adapt to the change.

Councillor Rook highlighted that the Councillors needed to understand why the debate was happening. It was noted that changing the bin collection was to make people more conscious about what they were throwing away.

RESOLUTION

(Cr Beccard/Cr Roach)

163/23 **THAT the Council adopts the minutes of the Extraordinary Council – Purpose to deliberate on the Waste Management and Minimisation Plan meeting held on 27 November 2023 as a true and correct record.**

CARRIED

3. Ngā Menīti Komiti me ngā Poari / Committee and Board Minutes

3.1 Te Hāwera Community Board held on 13 November 2023.

RESOLUTION

(Cr Reid/Cr Hohaia)

164/23 **THAT the Council receives the minutes of the Risk and Assurance Committee meeting held on 13 November 2023.**

CARRIED

3.2 Pātea Community Board held on 13 November 2023.

RESOLUTION

(Deputy Mayor Northcott/Cr Rangihaeata)

165/23 **THAT the Council receives the minutes of the Pātea Community Board meeting held on 13 November 2023.**

CARRIED

3.3 Eltham-Kaponga Community Board held on 15 November 2023.

RESOLUTION

(Cr Bellringer/Cr Mackay)

166/23 **THAT the Council receives the minutes of Eltham-Kaponga Community Board meeting held on 15 November 2023.**

CARRIED

3.4 Taranaki Coastal Community Board held on 15 November 2023.

It was noted that the words Christmas Parade were missing from the open forum paragraph regarding the Ōpunakē Business Association.

RESOLUTION

(Cr Roach/Cr Horo)

167/23 **THAT the Council receives the minutes of the Taranaki Coastal Community Board meeting held on 15 November 2023.**

CARRIED

3.5 Risk and Assurance Committee held on 20 November 2023.

It was highlighted that the adoption of recommendation 71/23 AR was missed in the last meeting. It was suggested that providing the minutes would have been useful for context.

RESOLUTION

(Cr Beccard/Cr Hohaia)

168/23 **THAT the Council;**

a) **Receives the minutes of the Risk and Assurance Committee meeting held on 20 November 2023.**

b) **Adopts recommendation 85/23 AR from the Risk and Assurance Committee;**

THAT the Council approve the Investment and Liability Management Policies.

c) **Adopts recommendation 71/23 AR from the Risk and Assurance Committee;**

THAT the Council approve the Risk Management Framework with additional amendments.

CARRIED

3.6 Te Kāhui Matauraura held on 22 November 2023.

It was noted that there was a minor change to the resolution for He Pou Tikanga / Ngā Iwi-Council Partnerships Strategy as Te Kāhui Matauraura endorsed the draft rather than recommending the Council approve the draft.

In response to a query regarding Pilot Station Road it was noted that Becky Wolland and Reg Korau were working with Mr Nui to ensure it was corrected. It was noted that the correction might not need to go through the road renaming process as the change was made in error.

RESOLUTION

(Cr Hohaia/Cr Beccard)

169/23 **THAT the Council receives the minutes of Te Kāhui Matauraura meeting held on 22 November 2023.**

CARRIED

3.7 Environment and Hearings Committee held on 22 November 2023.

It was highlighted that the applications to the Natural Environments Fund were inspiring and had the same aspirations in caring for the environment.

RESOLUTION

(Cr Beccard/Cr Mackay)

170/23 **THAT the Council receives the minutes of Environment and Hearings Committee meeting held on 22 November 2023.**

CARRIED

Meeting adjourned 4.44 pm.

Councillor Mackay left the meeting 5.02 pm.

Mayor Nixon returned to the meeting 5.02 pm and assumed the position of Chair.

Meeting reconvened 5.03 pm.

3.8 Policy and Strategy Committee held on 27 November 2023.

RESOLUTION

(Cr Beccard/Cr Rook)

171/23 **THAT the Council;**

a) **Receives the minutes of the Policy and Strategy Committee meeting including the public excluded minutes held on 27 November 2023.**

b) **Adopts recommendation 60/23 PS from the Policy and Strategy Committee;**

THAT the Council;

a) **Adopts the draft Revenue and Financing Policy and Significance and Engagement Policy as attached to this report.**

b) **Notes that these policies may need to be amended if there is a change in central government policy regarding three waters services.**

- c) **Adopts recommendation 61/23 PS from the Policy and Strategy Committee;**

THAT the Council;

- a) **Approves the Members' Code of Conduct Policy with minor changes.**
- b) **Agrees to appoint Ian Armstrong and Ross Dunlop as Initial Assessors under the Members' Code of Conduct Policy.**
- c) **Agrees to appoint Caroline Silk as an Independent Investigator under the Members' Code of Conduct Policy.**

CARRIED

AATEA consultants had done a great job working with the Council and Iwi on He Pou Tikanga / Ngā Iwi-Council Partnerships Strategy. A number of workshops had been run with the Council, Iwi and Officers. The Strategy had been endorsed by Te Kāhui Matauraura. The Policy and Strategy Committee had also endorsed the strategy. The Strategy was significant and was important to have moving forward for the betterment of the District. It was highlighted that the strategy would evolve over time.

RESOLUTION

(Mayor Nixon/Deputy Mayor Northcott)

172/23 THAT the Council;

- a) **Adopts recommendation 59/23 PS from the Policy and Strategy Committee;**

THAT the Council approves He Pou Tikanga / Ngā Iwi-Council Partnerships Strategy for inclusion in the 2024-2034 Long Term Plan.

CARRIED

4. Pūrongo / Reports

4.1 Road Naming Application – 12 Tayler Street Subdivision

Steve Leach and Annette Syme had applied to the Council to name a new road (Right of Way) for a subdivision located at 12 Tayler Street, Eltham.

The Council had heard from Ms Syme regarding the request for a delay on the road name consideration. It was recommended that the report be withdrawn to ensure all suggested names were considered. It was noted that a delay in road naming would not delay the subdivision.

RESOLUTION

(Cr Beccard/Cr Roach)

173/23 **THAT the Council withdraws the report for the road naming application – 12 Tayler Street Subdivision.**

CARRIED

4.2 Road Naming Application – 7 Rātā Street Subdivision

Lastlands Limited (Mark Frost) had applied to the Council to name a new road for a subdivision located on Rātā Street, Hāwera.

The developer had pre conversations with Iwi regarding potential road names. It was highlighted that the Council had a role in recommending ‘place’ suffix as the two suggestions were not appropriate. It was noted that Mr Frost was happy with the recommendation in the report.

RESOLUTION

(Deputy Mayor Northcott/Cr Rangihaeata)

174/23 **THAT the Council approves the name of the new road, in the 7 Rātā Street subdivision: Harakeke Place.**

CARRIED

4.3 Request to approve unbudgeted expenditure for Rātā Street sewer renewal and rising main

The report requested that Council approve the unbudgeted expenditure so that the two projects could be completed in the upcoming summer period.

The project was for the gravity sewer main and a portion of the rising main for the South Taranaki Business Park. The two projects had been combined to reduce costs. Both projects had been budgeted for, however there were shortfalls. The sewer had blockages and dips that needed to be eliminated and the growth area was to support increased capacity for the South Taranaki Business Park.

In response to a query regarding the ear marked western end for urban expansion it was noted that the project would help with capacity. It was noted that costs would be recovered through financial contributions through the South Taranaki Business Park. The projects would be partially loan funded, however the projects would not necessarily progress at the same rate and therefore loan funding might not be required.

In response to a query regarding if a situation like this had happened before it was noted that on occasion projects had gone over budget. There had been numerous conversations about how to better budget going forward.

RESOLUTION

(Cr Beccard/Cr Roach)

175/23 **THAT the Council;**

- a) Approve an increase of \$273,823.52 to the budget to renew and upgrade the Rātā Street sewer line (PJ 80014).**

- b) **Approve an increase of \$176,763.17 to the budget to install the new Rātā Street rising main (PJ 85013) for the South Taranaki Business Park, and notes that this will be recovered through financial contributions.**

CARRIED

4.4 Request to approve unbudgeted expenditure for Stage 2 of the Ōhawe Trunk Main

The report requested that Council approve the unbudgeted expenditure so that Stage 2 of the Ōhawe trunk main pipe renewal could be completed.

Stage 1 of the Ōhawe Trunk Main was complete and the unbudgeted expenditure was for Stage 2. It was noted that Stage 2 had been included in the Annual Plan, however due to information at the time indicating that the work was not required it was therefore moved out to the following year. Stage 1 of the project increased the pipe size at the top end of the town and Stage 2 would be to increase the pipe size at the bottom end of the town. It was noted that with the disproportionate sizing of the pipes there was a risk that the bottom pipe would be damaged. A pressure reducing valve had been installed as part of Stage 1.

It was noted that although unbudgeted expenditure was not ideal it was essential infrastructure.

Councillor Mackay returned to the meeting 5.28 pm.

In response to a query regarding what work was included in Stage 1 it was noted that the top end of the town had an increase in pipe size, pressure reducing valves were installed and the reservoir was removed from the system. The project did not include changing the reticulation in Ōhawe rather it was to take the reservoir out of commission. The reservoir was old and posed a risk of contamination which was a health and safety hazard.

It was noted that when the budget for the Annual Plan was being set Stage 2 had been included however it was removed by the Senior Leadership Team. Officers were now saying Stage 2 needed to be completed as soon as possible.

In response to a query regarding the risk of contamination being similar to a situation in Queenstown it was noted that it would be on a smaller scale however any contamination was not good. The impact of the unbudgeted expenditure would be reduced by spreading two reservoir projects over two or three years. There would still be a cost to the ratepayer as the work needed to be done.

RESOLUTION

(Deputy Mayor Northcott/Cr Roach)

176/23

THAT the Council approve funding of \$846,588 for the completion of Stage 2 of the Ōhawe trunk main.

CARRIED

5. Whakataunga kia noho tūmatanui kore / Resolution to Exclude the Public

RESOLUTION

(Deputy Mayor Northcott/Cr Mackay)

177/23

THAT the public be excluded from the following parts of the proceedings of this meeting namely:

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 the passing of this resolution
1. Confirmation of minutes – Ordinary Council held on 30 October 2023 2. Receipt of minutes – Risk and Assurance Committee held on 20 November 2023. 3. Receipt of minutes – Personnel Committee held on 30 October 2023.	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1, 2	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).
1, 2	To protect the privacy of natural persons, including that of deceased natural persons (s 7(2)(a)).
2, 3	To maintain the effective conduct of public affairs by protecting members or employees of the Council in the course of their duty, from improper pressure or harassment (s 7(2)(f)(ii)).
2	To prevent the disclosure or use of the official information for improper gain or advantage (s. 7(2)(j)).

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 the passing of this resolution
<p>3. Receipt of minutes – Environment and Hearings Committee 22 November 2023.</p>	<p>Good reason to withhold exists under Section 7.</p>	<p>That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council/Committee to deliberate in private on its decision or recommendation in any proceedings where:</p> <p>ii) the local authority is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings. Use (i) for the RMA hearings and (ii) for hearings under LGA such as objections to Development contributions or hearings under the Dog Control Act. s.48(1)(d)</p>

CARRIED

6. Tuwhera anō te Hui / Resume to Open Meeting

RESOLUTION

(Cr Roach/Cr Bellringer)

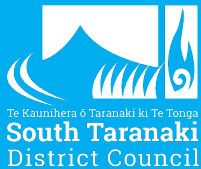
182/23 THAT the South Taranaki District Council resumes in open meeting.

CARRIED

The meeting concluded at 5.47 pm.

Dated this day of 2023.

.....
CHAIRPERSON



Ngā Menīti Komiti

Committee Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Extraordinary Environment and Hearings Committee – To prepare a submission on the proposed Ōpunakē Solar Farm Project – 17 January 2024

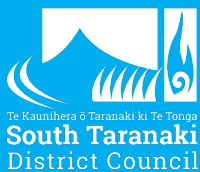
(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Environment and Hearings Committee met on 17 January 2024. The Council is being asked to receive the minutes from 17 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of the Extraordinary Environment and Hearings Committee - To prepare a submission on the proposed Ōpunakē Solar Farm Project meeting held on 17 January 2024.



Menīti Minutes

**Ngā Menīti take o te Komiti Taiao me ngā Whakawā
Extraordinary Environment and Hearings Committee
To prepare a submission on the proposed Ōpunakē Solar Farm Project.
Council Chamber, Albion Street, Hāwera on Wednesday 17 January 2024 at 1.00 pm**

Kanohi Kītea / Present: Councillors Andy Beccard (Chairperson), Leanne Horo, Aaron Langton, Deputy Mayor Robert Northcott, Diana Reid and Tane Houston (Iwi Representative).

Ngā Taenga-Ā-Tinana / In Attendance: Liam Dagg (Group Manager Environmental Services), Sam Greenhill (Governance and Support Officer), Reg Korau (Iwi Liaison Manager – Acting Planning Team Leader), Caitlin Moseley (Planner), Johannes Mostert (Development Engineer), Jess Sorensen (Planning and Development Manager) and one media.

Matakore / Apologies: Councillor Steffy Mackay.

RESOLUTION

(Cr Langton/Mr Houston)

01/24 EH THAT the apology from Councillor Steffy Mackay be received.

CARRIED

1. Pūrongo / Report

1.1 Submission on Ōpunakē Solar Farm Project

The purpose of the report was to provide the Committee with sufficient information on which it can provide effective input into the submission on the proposed Ōpunakē Solar Farm Project.

In response to a query regarding the consideration for an esplanade it was noted that the requirement for an esplanade strip was significantly reduced due to the three main streams not being classified. It was queried if under the new settlement for water ways the three main streams would change classification. It was noted that the settlement had not affected current legislation at this time and could not be considered. If the Council were to take an esplanade strip they would be required to maintain the area and access would be required. Any esplanade strip would only be within the site and not along the full stream. It was highlighted that part of the conditions set for the project was the requirement for the streams to be riparian planted.

There was a number of questions and concerns highlighted by the Committee to be included in the feedback to the Ministry for the Environment. It was highlighted that the Assessment of Environmental Effects (AEE) was unclear on how the carbon emission

generation identified was quantified. It was also unclear if the offset was annually or over the lifespan of the solar farm project.

Another concern raised was the consent in direct relation to highly productive land. It was queried if sheep farming was viable with grass growth under the solar panels. It was highlighted that if the grass did not grow under the panels grazing sheep on the site would be a poor use of highly productive land.

The cumulative visual effect of numerous solar farms was a concern for the Committee. The land was in a rural area and the visual effect needed to be considered. There was particular concern regarding the visual effects from the view of the mountain. Emphasis was put on the cumulative visual effect of solar farms and how large scale projects could impact the visual of rural communities. It was noted that there had been no consultation with the community and the Committee urged that more consultation was needed.

There were also concerns raised regarding the benefit for South Taranaki. It was highlighted that the Committee could see the benefit for New Zealand however the direct benefits to South Taranaki were not evident.

It was highlighted that there would be planting around the perimeter of the site which would mitigate the visual impacts on the ground however the visual impact from the mountain would be significant. It was noted that ground level mitigation would take time to be effective however this would not help the visual impacts from the mountain.

It was highlighted that if the project was considered specified infrastructure had not been mentioned in the report. The Committee did not feel that sheep grazing was a good substitute for highly productive land. It was noted that the applicants were surmising that there would be sufficient grass growth for the grazing of sheep. It was requested that clarification be sought regarding highly productive land and critical infrastructure.

There were concerns raised regarding the cumulative effect of numerous solar farms from the mountain. It was requested that the Environmental Protection Authority (EPA) consider the cumulative visual effect particularly from the mountain.

The Committee supported the comments from Taranaki Iwi regarding decommissioning. It was requested that the conditions set out by Taranaki Iwi be extended to the wider community. There were concerns raised regarding if the venture were to fail. It was recommended that a condition needed to be included requesting a contingency plan should the project cease before the end date.

In response to a suggestion regarding monitoring it was noted that the applicant included a condition for monitoring. The monitoring suggested by the applicant included soil works and noise monitoring.

It was suggested that the EPA needed to initiate the formation of a decommissioning process.

It was noted that the consent for for Ranui included conditions for decommissioning and reporting. It was suggested that the annual reports could be offered to Taranaki Iwi for their monitoring. It was queried if prior to the exercise of the consent and earthworks beginning a restoration plan be developed.

It was noted that the restoration plan needed to be reviewed annually and an addition was recommended that the plan needed to be approved. The Committee wanted to see a commitment to lifelong mitigation.

There were concerns raised regarding how the solar panels would impact the way water landed on the ground during wet weather. It was noted that there would be more of a channel and less area to soak away initially. It was noted that a study carried out in 2013 stimulated rainwater on solar panels and due to the soakage of grass this was the recommendation for solar panel sites. It was also noted that the grass needed to be removed during construction and would need to be reinstated at a good quality. It was suggested that additional monitoring and maintenance needed to be included for the grass.

There were concerns raised regarding leachates from the solar panels. These concerns highlighted the lack of research regarding the impacts of leachates and electricity on the soil quality. The commissioning of research around possible soil contamination was encouraged. It was queried what possible contamination there would be if damage to the solar panels occurred. There was also no information regarding possible effects farming in the surrounding properties may have on the solar farm.

It was noted that the power was connected underground. It was also highlighted that there was a hum noise generated by the inverters.

It was queried what benefit there was for South Taranaki. It was requested that information be provided on how much of the net profit and how many jobs would be put back into the District. If the numbers were nationally significant there needed to be a commitment back to the community.

There were concerns raised that the District had not received royalties from oil and gas and the Committee did not want to see a similar situation with electrical farms. It was noted that the addition of social enterprise and royalty would be beneficial. It was recommended that a portion should be put back into the community, if not directly then through social enterprise.

With the removal of bush there would be an impact on the native birds in the area. Bush removal was one of the main detriments to the loss of bird life. By removing bush and trees the ability for birds to travel from one location to another was removed. As part of the ecological section it was requested that a comment be added regarding flora and fauna.

It was noted that the economic impact was important when discussing the cumulative effect.

It was suggested that the applicant could contribute to the fund administered by the Committee as a way of giving back to the community. It was highlighted that the jobs created for the District would be good however there was a larger benefit to the country than there was to the District directly.

RESOLUTION

(Cr Horo/Cr Langton)

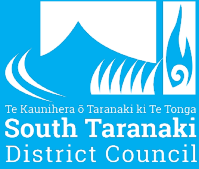
02/24 EH **THAT** the Environment and Hearings Committee provides direction on the Ōpunakē Solar Farm Project and identifies key points to be included in the feedback to the Ministry for the Environment.

CARRIED

The meeting concluded at 2.16 pm.

Dated this day of 2024.

.....
CHAIRPERSON



Ngā Menīti Poari

Board Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Te Hāwera Community Board – 22 January 2024

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. Te Hāwera Community Board met on 22 January 2024. The Council is being asked to receive Te Hāwera Community Board minutes from 22 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of Te Hāwera Community Board meeting held on 22 January 2024.



Menīti Minutes

Ngā Menīti take Poari Hapori o Te Hāwera Te Hāwera Community Board Meeting

Ōkaiawa Hall, Ahipaipa Road, Ōkaiawa on Monday 22 January 2024 at 11.00 am.

Kanohi Kitea / Present: Andrew Blanche, Raymond Buckland, Heather Brokenshire, Nikki Watson (Chairperson) and Councillor Diana Reid.

Ngā Taenga-Ā-Tinana / In Attendance: Mayor Phil Nixon, Rob Haveswood (Group Manager Community Services), Ella Borrows (Community Development Manager), Sam Greenhill (Governance and Support Officer), Anne Sattler (Senior Policy Advisor), Phil Waite (Operations Manager – Property and Facilities) and two members of the public.

Matakore / Apologies: Nil.

1. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations

1.1 Gaynor and Ron Le Quesne – Ararātā Hall (the Hall)

The Ararātā Hall Society Inc was relying on the Rural Hall Grant however due to an administrative error the application was not considered. Their application was for maintenance work to paint the exterior and roof of the Hall. It was noted that the Hall was the hub for the Ararātā Community.

1.2 Anne Sattler – Freedom Camping Bylaw (the Bylaw)

A review of the Bylaw was being carried out. A new piece of legislation had been released which prohibited non self contained vehicles on council land. It was noted that the Council could have their own bylaw which allowed non self contained vehicles. Infringement fees had been increased however these could not be applied to those experiencing homelessness. As part of the review site visits were being carried out on all freedom camping sites. As part of the changes the warrant system was being updated with the old blue stickers being phased out. The blue stickers were being replaced with green stickers which would be issued by a plumber following an inspection of the vehicle. It was noted that the Council avoided issuing infringements and rather took an educative approach.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Te Hāwera Community Board meeting held on 13 November 2023.

It was queried if funding amounts allocated could be provided to an applicant in conversation following the meeting. It was noted that the applicant was welcome to stay

for the decision during the meeting and therefore that information could be shared following the meeting before a decision letter had been sent.

RESOLUTION

(Ms Brokenshire/Mr Buckland)

01/24 HA **THAT Te Hāwera Community Board adopts the minutes from the meeting held on 13 November 2023 as a true and correct record.**

CARRIED

3. Pūrongo / Reports

3.1 Local Discretionary Funding Applications

The report provided a summary of the applications received to the January 2024 Local Discretionary Funds including the current status of the Board's Fund.

RESOLUTION

(Mr Buckland/Mr Blanche)

02/24 HA **THAT Te Hāwera Community Board receives the Local Discretionary Funding Report.**

CARRIED

Ararātā Hall Society Inc

An application was received from the Ararātā Hall Society Inc to paint the interior and exterior of the Hall to ensure longevity.

The Ararātā Hall Society Inc had missed out on the Rural Halls Grant due to human error and had been advised to apply to the Board for funding. It was highlighted that the Ararātā Hall Society Inc had a majority of their income from other places.

RESOLUTION

(Cr Reid/Mr Blanche)

03/24 HA **THAT Te Hāwera Community Board allocates \$4,119.30 from their discretionary fund to the Ararātā Hall Society Inc to paint the interior and exterior of the hall to ensure longevity.**

CARRIED

Te Hāwera Community Board – TSB Hub Photo Frame

A funding application was received from Te Hāwera Community Board to install a photo frame at TSB Hub.

Originally the frame was to be installed along the Denby Road walkway however due to the landscape the frame would be too high for photos. TSB Hub was decided as an alternative location which also provided beautiful scenery. Due to the way the frame had been cut there were sharp edges which were a health and safety hazard. A solution had been found which included a clear perspex covering for the frame to reduce the risk of injury on any sharp edges.

RESOLUTION

(Ms Brokenshire/Mr Buckland)

- 04/24 HA **THAT Te Hāwera Community Board allocates \$6,258.80 from their discretionary fund to Te Hāwera Community Board to install a photo frame at TSB Hub.**

CARRIED

Te Hāwera Community Board – Normanby Recreation Centre Carpark

A funding application was received from Te Hāwera Community Board to upgrade the hall entranceway with concrete and sealing that existing grass and metal area.

The project included a small area to the left of the entrance at the Normanby Recreation Centre. In response to a query regarding the skatepark it was noted that once costs had been clarified the remaining money would be returned to the fund.

RESOLUTION

(Mr Blanche/Mr Buckland)

- 05/24 HA **THAT Te Hāwera Community Board allocates \$8,347.28 from their discretionary fund to Te Hāwera Community Board to upgrade the Normanby hall entranceway with concrete and sealing the existing grass and metal area.**

CARRIED

4. Pūrongo-Whakamārama / Information Reports

4.1 Community Development Activity Report

The report provided an update to the Board on progress with community development projects and activities across the District and other items of interest.

The ablution pod at Nowell's Lakes had been installed and completion of the project was very quick. RoadSafe Taranaki presented the Decepta car at a number of sites in New Plymouth and showed people a one star rated vehicle. The Mayor's Taskforce for Jobs had moved into the Foundry which had been going well. It was great to see that Hāwera won the basketball hoop competition. It was noted that the basketball hoop being replaced would likely be used at another location.

RESOLUTION

(Ms Watson/Ms Brokenshire)

- 06/24 HA **THAT Te Hāwera Community Board receives the Community Development Activity Report.**

CARRIED

4.2 District LibraryPlus Report – January 2024

The report covered a range of library activities and statistics across the District for October, November and December 2023.

There had been a focus on the third space concept in libraries. The libraries were a safe and inclusive space. The Banking Hub in Ōpunakē had been experiencing some issues however an upcoming system upgrade was hoped to resolve these issues. The summer reading

programme had focused on books and this had been popular with each library having a waiting list of children wanting to join.

RESOLUTION

(Mr Buckland/Mr Blanche)

07/24 HA THAT Te Hāwera Community Board receives the District LibraryPlus Report for October, November and December 2023.

CARRIED

4.3 Environmental Services Activity Report

The report provided an update on activities relating to the Environmental Services Group for the months of November and December 2023.

There had been a downward trend for building and planning consents. For the month of December there had been an increase in noise complaints. The number of building consents issued within the statutory timeframe had dropped due to resource constraints. A plan had been put in place to ensure these statistics were not seen moving forward.

RESOLUTION

(Ms Brokenshire/Mr Buckland)

08/24 HA THAT Te Hāwera Community Board receives the Environmental Services Activity Report.

CARRIED

4.4 Facilities Usage Report

The report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

RESOLUTION

(Ms Watson/Mr Blanche)

09/24 HA THAT Te Hāwera Community Board receives Te Hāwera Facilities Usage Report.

CARRIED

4.5 Quarterly Economic Development and Tourism Report to 30 September 2023

The report provided a combined update of activities of the Economic Development and Tourism units, including highlights of the key activities undertaken at the South Taranaki i-SITE Visitor Centre.

The report was presented to the Board for the second time and covered the period to 30 September 2023. It was noted that the report was out of date due to delays in reporting and moving forward the report would be updated to include recent event information. Another one of the private offices at the Foundry had recently been signed up.

Work on the road for the South Taranaki Business Park (STBP) had not started. The sections that had been sold were being sold by a private person. Some of the land included as part of the STBP was owned by the Council and some was owned by the private owner. Negotiations were underway to begin laying the roads. It was noted that development contributions would be collected. It was suggested that the Council's Business Development

Manager, Scott Willson provide a presentation to the Board on the STBP along with a site visit.

RESOLUTION

(Ms Brokenshire/Mr Buckland)

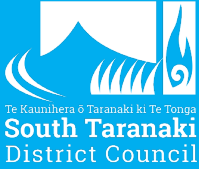
10/24 HA THAT Te Hāwera Community Board receives the Quarterly Economic Development and Tourism Report to 30 September 2023.

CARRIED

The meeting concluded at 12.08 pm.

Dated this day of 2024.

.....
CHAIRPERSON



Ngā Menīti Poari

Board Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Pātea Community Board – 23 January 2024

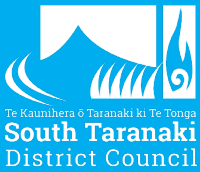
(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Pātea Community Board met on 23 January 2024. The Council is being asked to receive the Pātea Community Board minutes from 23 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of the Pātea Community Board meeting held on 23 January 2024.



Menīti Minutes

Ngā Menīti take Poari Hapori o Pātea Pātea Community Board Meeting

Ngāmatapōuri Hall, 4323 Waitōtara Valley, Ngāmatapōuri on
Tuesday 23 January 2024 at 4.03 pm.

Kanohi Kītea / Present: Deputy Mayor Robert Northcott, Jacq Dwyer (Chairperson), Cheryl Rook, Owen Savage and Bronwyn Wattus.

Ngā Taenga-Ā-Tinana / In Attendance: Mayor Phil Nixon, Herbert Denton (Group Manager Infrastructure Services), Sam Greenhill (Governance and Support Officer), Eileen Kolai-Tuala (Community Development Advisor) and four members of the public.

Matakore / Apologies: Nil.

1. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations

1.1 Bruce Clifton – Nukumarū Station Road

A meeting had been held at the site of the new Nukumarū Station Road to discuss concerns regarding visibility. Following the meeting minor changes were made which slightly improved visibility, however Mr Clifton indicated that it was not enough. Following a phone call with the Mayor another site visit was organised with the Group Manager Infrastructure Services to discuss the concerns further. It was agreed that there was still work to be done to increase visibility at the intersection. It was noted that a post construction safety audit was to be carried out. Based on the recommendations speed reduction would be considered for vehicles approaching the intersection from all directions. Nothing had been mentioned in the audit regarding a slip lane, however this would be investigated further. There were options for potential widening of the road which would help with traffic from the north.

1.2 Carl Bates – Police and Cellphone Reception

An update was provided on police presence in Pātea. The second role had been advertised last week.

Research had been carried out on plans for better cellphone coverage in Pātea. It was highlighted that there were no plans with commercial companies, the government or local groups focusing on improving cellphone coverage at this time. There would now be a shift to what could be done, however there would be some work required to put focus on this area. There was plans proposed by One NZ to provide a satellite network. It was noted that plans were for emergency calling first and then the focus would shift to a satellite connection. It was noted that this was a serious issue for the community.

1.3 Juliette Larson - Roding

There were concerns raised regarding the corner by Puau Road as there was a big ditch on the inside. It was noted that trucks had gotten stuck in the ditch and Ms Larson believed the road was too narrow.

The church was being painted, however funding was still required. It was suggested that an application could be submitted to the Board for funding from the Local Discretionary Fund.

It was noted that there were steps that needed to be followed before the new Nukumarū Station Road could be opened. It was noted that part of the issue was legislative timeframes while the other aspect was the time it took for Land Information New Zealand to carry out their work. It was noted that in regards to the rail crossing discussions with KiwiRail had been carried out years in advance due to legislative requirements. There had been no assessment of the road as the road had not yet been opened. It was noted that KiwiRail had specific requirements, however the Council could not complete the work for these requirements.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Pātea Community Board Meeting held on 13 November 2023.

It was noted that the youth club had started operating of of the squash club in Pātea.

RESOLUTION

(Deputy Mayor Northcott/Mrs Rook)

01/24 PA THAT the Pātea Community Board adopts the minutes from their meeting held on 13 November 2023 as a true and correct record.

CARRIED

3. Pūrongo / Report

3.1 Local Discretionary Funding Applications

The report provided a summary of the applications received to the January 2024 Local Discretionary Funds including the current status of the Board's Fund.

RESOLUTION

(Mrs Rook/Ms Wattus)

02/24 PA THAT the Pātea Community Board receives the Local Discretionary Funding Report.

CARRIED

4. Ngā Take Kawea / Items for Action

4.1 Speed of traffic heading down to Pātea Beach

A meeting was held with the Council to discuss the proposal for speed cushions and a raised crossing down to Pātea Beach. Costing was underway and plans were being created to carry out consultation. Once consultation had been confirmed the Board would be informed.

4.2 Civil Defence

It was raised that there was no designated Civil Defence facility in Pātea. It was noted that the management of a civil defence emergency was an operational matter and it was Central Government's role to identify a designated Civil Defence facility. However, the Council could support communities to develop community resilience plans in preparation for an emergency.

4.3 Pariroa Road

In response to a question regarding Pariroa Road it was noted this was not on the items for action. Following a discussion with the Roding Team it was noted that there was a possibility to look at some of the corners that might be an issue. Widening the entire road was not in the current renewal programme.

5. Pūrongo-Whakamārama / Information Reports

5.1 Community Development Activity Report

The report provided updates to the Board on progress with community development projects and activities across the District and other items of interest.

Two decisions had been confirmed by the Pātea revitalisation group. The Pātea footpaths would feature some designed paving stones and funds were being allocated for an update of the Hunter Shaw Building area. Plans were moving forward for the Waverley pump track and funding had been obtained from OMV Group (oil and gas). It was hoped that momentum would continue to increase.

In response to a query regarding funds being allocated for the Pātea revitalisation it was noted that \$300,000 had been allocated for the paving and a maximum of \$50,000 had been allocated to the Hunter Shaw Building area.

RESOLUTION

(Mr Savage/Deputy Mayor Northcott)

03/24 PA THAT the Pātea Community Board receives the Community Development Activity Report.

CARRIED

5.2 District LibraryPlus Report – January 2024

The report covered a range of library activities and statistics across the District for October, November and December 2023.

It was highlighted that the libraries acted as a third space for the communities where its not home or work. The events and activities run by the library staff added to the third space concept. It was noted that the banking hub in Ōpunakē had been having a few issues, however it was hoped that an upcoming software upgrade would resolve these issues. The summer reading programme had moved back to a more reading based programme which had proven popular. There was a final event being held at each of the libraries which was an Unbelieve-a-bubble show.

In response to a query regarding the amount of time the banking hub had been in place it was noted that the machine had been in place for four years and there were now an additional eight machines across the country. The machine in Ōpunakē was able to accept notes and coins but could only dispense notes. The newer machines across the country could also dispense coins. A pod had been installed in Ōpunakē which allowed members of the public to book a private meeting with a representative from their bank. There was also a push to have a machine installed in Eltham. The machines were in a Council facility, however they were maintained and fixed by the New Zealand Banking Association.

RESOLUTION

(Ms Wattrus/Deputy Mayor Northcott)

04/24 PA THAT the Pātea Community Board receives the District LibraryPlus Report for October, November and December 2023.

CARRIED

5.3 Environmental Services Activity Report

The report provided an update on activities relating to the Environmental Services Group for the months of November and December 2023.

There had been a downward trend in consenting for both building and planning. Noise complaints had increased for the month of December. It was highlighted that there had been a decrease in the number of building consents issued within the statutory timeframe due to resourcing issues. A plan was in place and it was hoped that the same figures would not be seen moving forward.

In response to a query regarding feedback on the final decision on the Waste Management and Minimisation Plan it was noted there was an even split between submissions, however the Councillors felt they had made the right decision. It was hoped that the change would help to educate the community.

RESOLUTION

(Deputy Mayor Northcott/Ms Wattrus)

05/24 PA THAT the Pātea Community Board receives the Environmental Services Activity Report.

CARRIED

5.4 Facilities Usage Report

The report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

It was noted that it had been difficult with the pools, however the Board commended the Council for keeping the Pātea pool open as much as possible. It was strongly recommended that the Board members did not engage in comments on Facebook posts regarding complaints.

RESOLUTION

(Ms Wattrus/Mr Savage)

06/24 PA THAT the Pātea Community Board receives the Pātea Facilities Usage Report.

CARRIED

5.5 Quarterly Economic Development and Tourism Report to 30 September 2023

The report provided a combined update of activities of the Economic Development and Tourism units, including highlights of the key activities undertaken at the South Taranaki i-SITE Visitor Centre.

It was highlighted that there was a film being proposed for the area. There was another moving called The Mountain which apparently had been supported by local Iwi.

RESOLUTION

(Mrs Rook/Deputy Mayor Northcott)

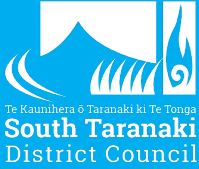
07/24 PA THAT the Pātea Community Board receives the Pātea Facilities Usage Report.

CARRIED

The meeting concluded at 5.11 pm.

Dated this day of 2024.

.....
CHAIRPERSON



Ngā Menīti Poari

Board Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Eltham-Kaponga Community Board – 24 January 2024

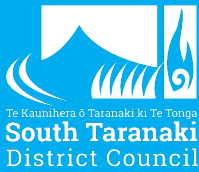
(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Eltham-Kaponga Community Board met on 24 January 2024. The Council is being asked to receive the Eltham-Kaponga Community Board minutes from 24 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of the Eltham-Kaponga Community Board meeting held on 24 January 2024.



Menīti Minutes

Ngā Menīti take Poari Hapori o Arakamu ki Kaponga Eltham-Kaponga Community Board Meeting

Taumata Recreation Centre, Preston Street, Eltham on
Wednesday 24 January 2024 at 10.30 am

Kanohi Kitea / Present: Karen Cave (Chairperson), Sonya Douds, Lindsay Maindonald and Councillor Steffy Mackay.

Ngā Taenga-Ā-Tinana / In Attendance: Deputy Mayor Robert Northcott, Rob Haveswood (Group Manager Community Services), Sam Greenhill (Governance and Support Officer), Ebony Kalin (Student – Policy, Governance and Community), Fran Levings (Community Development Advisor), Anne Sattler (Senior Policy Advisor) and Phil Waite (Operations Manager – Property and Facilities).

Matakore / Apologies: Alan Hawkes.

RESOLUTION

(Ms Douds/Cr Mackay)

01/24 EL **THAT** the apology from Mr Alan Hawkes be received.

CARRIED

1. **Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**

1.1 Anne Sattler – Freedom Camping Bylaw

A review of the freedom camping bylaw was being carried out. The Self Contained Vehicle Act (the Act) had been released and prohibited all non self contained vehicles, however the Council could choose to allow them. Freedom camping in tents had not been affected by the Act. Infringement fines had also increased, however people experiencing homelessness could not be fined. As part of the review site assessments of all freedom camping sites were being carried out. The site assessments would include seeing if the sites were fit for purpose, how often they were used and if any complaints had been received. It was hoped that a report would be presented to Council in April. Consultation was aimed for June/July. As part of the changes there would be new warrant stickers issued for self contained vehicles. The old blue stickers were being phased out and replaced with green warrant stickers. The new green stickers were issued by a plumber following an inspection and the warrant would be for a maximum number of occupants for the vehicle.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Eltham-Kaponga Community Board Meeting held on 15 November 2023.

An update was provided regarding the Soccer Club Rooms in Kaponga. It was noted that the building was being removed next month.

It was good to see the Town Firsts sign up again and it would link in with the heritage walk that was being discussed.

RESOLUTION

(Ms Cave/Ms Douds)

02/24 EL **THAT the Eltham-Kaponga Community Board adopts the minutes from their meeting held on 15 November 2023 as a true and correct record.**

CARRIED

3. Pūrongo / Report

3.1 Local Discretionary Funding Applications

The report provided a summary of the applications received to the January 2024 Local Discretionary Funds including the current status of the Board's Fund.

In response to a query regarding the remaining committed funds for the drawings and consents it was noted that the funding team had been asked to review the committed funds tables.

RESOLUTION

(Mr Maindonald/Ms Douds)

03/24 EL **THAT the Eltham-Kaponga Community Board receives the Local Discretionary Funding Report.**

CARRIED

Mangamingi Community Trust

An funding application was received from the Mangamingi Community Trust to cover insurance costs.

It was highlighted that the purpose of the fund was for supporting small projects. The Board was reluctant to consider paying insurance costs as this could set a precedence. Through the Rural Hall Grant none of the halls received enough funding to cover the insurances they had to pay. It was suggested that the application be declined and advise the applicant to seek other funding. It was also requested that the decision letter included a statement noting that the fund was for small projects and the Board would be open to funding a project in the future.

RESOLUTION

(Cr Mackay/Mr Maindonald)

04/24 EL THAT the Eltham-Kaponga Community Board declines the funding application from the Mangamingi Community Trust for insurance costs.

CARRIED

4. Ngā Take Kawea / Items for Action

4.1 Eltham Field Gun

It was noted that the Field Gun was still set to be completed by ANZAC Day 2024.

4.2 Local Security Cameras – Kaponga

The Kaponga Community Group who was going to apply for the funding for security cameras had gone into recess. It was noted that private security cameras had been useful in solving a theft at Croucher and Crowder. More thinking was required to find a group in Kaponga who could apply for the funding.

4.3 Eltham Youth Projects

The roll off ramp at the skatepark had been filled in making the area softer and less of a trip hazard. This item could be removed from Items for Action.

The graffiti project had gotten some more traction and a meeting was being held with an artist in a few weeks. It was noted that E Town youth would be part of the project. It was highlighted that START in Kaponga would be willing to support a similar project in Kaponga however this needed to be driven by the Board.

4.4 Kaponga War Memorial Hall

Builders had been on site briefly. An update on progress was requested.

5. Pūrongo-Whakamārama / Information Reports

5.1 Community Development Activity Report

The report provided updates to the Board on progress with community development projects and activities across the District and other items of interest.

A blessing had recently been held for the signage for the pou in Bridger Park. There had been good feedback from Iwi and hapū. RoadSafe Taranaki had been presenting the Decepta car which was a one star rated vehicle. The Decepta car had been well received.

The town revitalisation group for Eltham had been presented with a concept design for Stark Park. It was noted that at this point the Historical Society would not be doing the pathway project. The research component had been completed through the Historical Society.

In response to a query regarding the kitchen portion of the ablution pod it was noted that previously a kitchen had been provided however due to continued vandalism the facility had been closed. The new ablution pod at Nowell's Lake did not include a kitchen facility.

RESOLUTION

(Cr Mackay/Ms Douds)

05/24 EL THAT the Eltham-Kaponga Community Board receives the Community Development Activity Report.

CARRIED

5.2 District LibraryPlus Report – January 2024

The report covered a range of library activities and statistics across the District for October, November and December 2023.

There was a focus on the libraries acting as a third space for users. The libraries were a comfortable and inclusive space for people to spend time. The summer blast programme had been very successful and unbelieve-a-bubble events were being held at each library location as a final celebration. It was noted that issues had been occurring with the banking hub machine in Ōpunakē. It was hoped that a scheduled software upgrade would resolve these issues. The banking hub was owned by the New Zealand Banking Association.

In response to a query regarding the TSB bank ATM in Eltham it was noted that there had not been any communication with TSB since the building was listed for sale. It was noted that TSB had hoped the new owner would retain the ATM however once the building was sold TSB no longer had a say on what happened with the machine.

RESOLUTION

(Ms Douds/Cr Mackay)

06/24 EL THAT the Eltham-Kaponga Community Board receives the District LibraryPlus Report for October, November and December 2023.

CARRIED

5.3 Environmental Services Activity Report

The report updated the Board on activities relating to the Environmental Services Group for the months of November and December 2023.

There had been an increase in noise complaints for the month of December. A sharp downward trend in consenting activity for building and planning could be seen. It was highlighted that there had been a drop in the number of building consents issued within the statutory timeframe. It was noted that this was due to resourcing constraints and plans had been put in place to resolve the issue.

It was highlighted that there was a decline in the number of building and resource consents which was a sign of the times both financially and with changes from the government.

RESOLUTION

(Ms Douds/Mr Maindonald)

07/24 EL THAT the Eltham-Kaponga Community Board receives the Environmental Services Activity Report.

CARRIED

5.4 Facilities Usage Report

The report summarised the total usage of a range of Council owned assets and services, within the South Taranaki District.

It was unfortunate that on occasion the pools had to be closed due to a lack of lifeguards. The Council had already received a couple of early resignations from some of the lifeguards. It was noted that the Council might consider certain pools being open on certain days. The Board were encouraged to keep the word out for people who might be interested in part time work to keep the pools open towards the end of the season. There had been some unique issues experienced which had highlighted a need for the balance between youth and experienced people. All pools were double guarded while open. The Council was considering adjusting the fees and charges to not charge schools for hireage however they would need to pay for a lifeguard if they did not provide their own qualified lifeguard.

RESOLUTION

(Cr Mackay/Ms Douds)

08/24 EL THAT the Eltham-Kaponga Community Board receives the Eltham-Kaponga Facilities Usage Report.

CARRIED

5.5 Quarterly Economic Development and Tourism Report to 30 September 2023

The report provided a combined update of activities of the Economic Development and Tourism units, including highlights of the key activities undertaken at the South Taranaki i-SITE Visitor Centre.

This was the second time the report had been presented to the Board. It was noted that the report was slightly out of date due to the timing of reporting to the Policy and Strategy Committee. The aim was to provide the report in a more timely manner moving forward. The South Taranaki Business Park was full steam ahead and occupancy at the Foundry was increasing. One of the private offices had been signed up. The graph showing visitor statistics was showing a bounce back post Covid-19. There was a general feeling that Hāwera was picking up and there was now a focus on how to share that increase across the District.

One of the planned events coming up was movies in the park which was being held in Eltham and Hāwera. The Board shared their concerns that movies in the park was originally a community run project in Eltham which had been taken over by the Council. In doing so the event was now held in Hāwera on the Saturday and Eltham on the Sunday. There were also concerns regarding the organisation of the event and it was requested that a meeting with the events coordinator be held following the events to resolve the concerns raised.

RESOLUTION

(Ms Douds/Mr Maindonald)

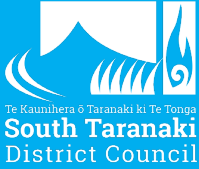
09/24 EL **THAT** the Eltham-Kaponga Community Board receives the Quarterly Economic Development and Tourism Report to 30 September 2023.

CARRIED

The meeting concluded at 11.28 am.

Dated this day of 2024.

.....
CHAIRPERSON



Ngā Menīti Poari

Board Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Taranaki Coastal Community Board – 24 January 2024

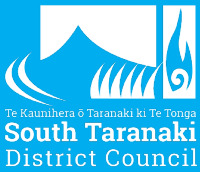
(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Taranaki Coastal Community Board met on 24 January 2024. The Council is being asked to receive the Taranaki Coastal Community Board minutes from 24 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of the Taranaki Coastal Community Board meeting held on 24 January 2024.



Menīti Minutes

Ngā Menīti take Poari Hapori o Taranaki ki Tai Taranaki Coastal Community Board Meeting

Sinclair Electrical and Refrigeration Events Centre, 156 Tasman Street, Ōpunakē on
Wednesday 24 January 2024 at 2.30 pm.

Kanohi Kitea / Present: Sharlee Mareikura, Liz Sinclair, Andy Whitehead (Chairperson), and Councillor Aaron Langton.

Ngā Taenga-Ā-Tinana / In Attendance: Mayor Phil Nixon, Councillor Bryan Roach, Rob Haveswood (Group Manager Community Services), Sam Greenhill (Governance and Support Officer), Ebony Kalin (University Student – Policy, Governance and Community), Fran Levings (Community Development Advisor), Anne Sattler (Senior Policy Advisor), Phil Waite (Operations Manager – Property and Facilities), one media and four members of the public.

Matakore / Apologies: Monica Willson.

RESOLUTION

(Ms Mareikura/Cr Langton)

01/24 TC **THAT** the apology from Mrs Monica Willson be received.

CARRIED

1. **Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations**

1.1 Bob Clark – Ōpunakē TSB Bank

Mr Clark put forward a plea for the Council to purchase the TSB Bank building which was currently up for sale. A letter was drafted on behalf of the Ōpunakē and District Business Association which was publicised and reported in the Ōpunakē and Coastal News. It was highlighted that Ōpunakē had a strong sense of community which was evident by the community facilities that had been created.

Mr Clark raised concerns that the \$10 million (m) budget allocated for town revitalisations was not going to be spent. It was highlighted that Ōpunakē needed to be revitalised and a good place to start would be the TSB Bank building and the area between the building and Farm Source. He suggested that an active information centre in Ōpunakē would be of value to the community. It was envisaged that the information centre could be in the TSB Bank building and would be manned by volunteers. It was suggested that the building could also be a place for Ōpunakē history including the artifacts at Maui.

It was clarified that the \$10 m allocated to town revitalisations was roughly \$2 m per town and the money had no impact on the rates. It was also noted that the money would be spent as the revitalisation groups were getting ready to start these projects.

1.2 Ian Armstrong – Ōpunakē TSB Bank

Mr Armstrong was unsure about the idea of suggesting the Council purchase the Ōpunakē TSB Bank building. After speaking with some other members of the public he felt that the Council should purchase the building however this was only if the Council had a clear vision for the building.

1.3 Raewyn Cornford – Ōpunakē TSB Bank

Ms Cornford highlighted that if the town revitalisation budget was used to purchase the TSB Bank building there would be no effect on the rates. Another idea was that the TSB Bank donate the building to the Council who then leased it to the Ōpunakē and District Business Association at a fair price. It was noted that the TOI Foundation was separate from the matter as the building was owned by TSB Bank directly. Ms Cornford believed that the building should be purchased for the community of Ōpunakē.

1.4 Bryan Roach – Ōpunakē TSB Bank

The TSB Bank building was in the heart of Ōpunakē along with the library and the Peter Snell statue. It was noted that if the proposed plans for the town centre were to proceed the TSB Bank building would be the focal point of the area. It was hoped that the building would be retained for the use by the community. It was requested that the Board and the Ōpunakē and District Business Association write to TSB Bank requesting they donate the building to the community. There were a lot of people who banked with TSB Bank and it was felt that incentive needed to be provided back to the community.

1.5 Anne Sattler – Freedom Camping Bylaw

A review of the freedom camping bylaw was currently underway due a change in legislation. Last year Self Contained Motor Vehicle legislation came into act. Non Self Contained Vehicles were prohibited however the Council could have their own bylaw allowing these vehicles. The infringements for freedom camping had also been increased. The new legislation also included a clause that prohibited infringements for those experiencing homelessness. As part of the bylaw review a site assessment was being carried out to identify how well used the sites were and whether there had been any complaints. A report would be presented to Council in April. Consultation was expected in June/July. As part of the new legislation the blue warrant stickers were being phased out and replaced with new green stickers. The green warrant stickers could only be issued by a plumber following a check of the amenities fitted into the vehicle. The warrant would also be for a maximum number of occupants for the vehicle.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Taranaki Coastal Community Board Meeting held on 15 November 2023.

RESOLUTION

(Ms Mareikura/Ms Sinclair)

02/24 TC THAT the Taranaki Coastal Community Board adopts the minutes from their meeting held on 15 November 2023 as a true and correct record.

CARRIED

3. Pūrongo / Report

3.1 Local Discretionary Funding Applications

The report provided a summary of the applications received to the January 2024 Local Discretionary Funds including the current status of the Board's Fund.

RESOLUTION

(Ms Sinclair/Ms Mareikura)

03/24 TC THAT the Taranaki Coastal Community Board receives the Local Discretionary Funding Report.

CARRIED

4. Ngā Take Kawea / Items for Action

4.1 Manaia Facilities

Work was continuing with Te Korowai o Ngāruahine which included a request for proposals for the business case. Tenders were being reviewed next week. It was noted that the business case needed to be completed by the end of March as per the funding received.

5. Pūrongo-Whakamārama / Information Reports

5.1 Community Development Activity Report

The report provided updates to the Board on progress with community development projects and activities across the District and other items of interest.

There were plans to upgrade a footbridge along the Manaia Walkway. It had been damaged during a storm and due to erosion the footbridge might need to be replaced. It was noted that it would be a good edition to be replaced however it was still safe in the meantime. Tenders had closed for work on the Goat Track. Once the evaluation of the track had been completed it was hoped that the work would be carried out in June.

It was clarified that the Goat Track was the track from the cenotaph by the cliff top gardens, down to the beach. It was noted that the work that had been tendered was not for a new track and rather an upgrade of what was already in place. It was suggested that a submission be made to the Long Term Plan to upgrade the zig zag track which was wheelchair accessible. It was suggested that the Board install signs identifying the Goat Track to provide clarity around which track people were using.

It was suggested that any work carried out on the footbridge in Manaia could be a Build a Bridge project through Western Institute of Technology Taranaki (WITT) in association with Te Paepae O Aotea. A similar programme was being run by New Plymouth District Council through WITT. It was noted that projects such as this one were not only replacing aging but also imparting valuable skills to younger people.

In response to a query regarding progress on the pump track in Ōpunakē it was noted that the suggested timeframe was the end of March for works to begin.

RESOLUTION

(Cr Langton/Ms Mareikura)

04/24 TC **THAT the Taranaki Coastal Community Board receives the Community Development Activity Report.**

CARRIED

5.2 District LibraryPlus Report – January 2024

The report covered a range of library activities and statistics across the District for October, November and December 2023.

There had been a focus on the libraries being a Third Space for users which was a safe and inclusive space that was not home or work. The summer reading programme had been a success with the libraries having a waitlist with children wanting to participate. The final events were being held with an unbelieve-a-bubble show in each of the library locations. The banking hub in Ōpunakē was experiencing ongoing issues and was coming to the end of its life. There was a planned software upgrade which was hoped to fix the issues being experienced. The machine was owned by the New Zealand Banking Association.

RESOLUTION

(Cr Langton/Ms Mareikura)

05/24 TC **THAT the Taranaki Coastal Community Board receives the District LibraryPlus Report for October, November and December 2023.**

CARRIED

5.3 Environmental Services Activity Report

The report updated the Board on activities relating to the Environmental Services Group for the months of November and December 2023.

There had been a sharp increase in the number of noise complaints in December. Resource and building consents were on a downward trend. It was highlighted that the number of building consents issued within the statutory timeframe had decreased due to resourcing constraints. The process to recruit new staff was underway.

There were concerns raised regarding dogs including roaming and attacking dogs. It was queried if barking dogs were included in the noise complaints and if these could be at any time of the day. It was noted that barking dogs were separate and that noise complaints could be made at any time of the day.

RESOLUTION

(Mr Whitehead/Ms Mareikura)

06/24 TC **THAT the Taranaki Coastal Community Board receives the Environmental Services Activity Report.**

CARRIED



Ngā Menīti Komiti

Committee Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Te Kāhui Matauraura – 31 January 2024

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. Te Kāhui Matauraura met on 31 January 2024. The Council is being asked to receive Te Kāhui Matauraura minutes from 31 January 2024 for their information.
2. There were no recommendations within the minutes for the Council to consider.

Taunakitanga / Recommendation

THAT the Council receives the minutes of Te Kāhui Matauraura meeting held on 31 January 2024.



Menīti Minutes

Ngā Take Mēniti o te Kāhui Matauraura Te Kāhui Matauraura

Council Chamber, Albion Street, Hāwera on Wednesday 31 January 2024 at 10.30 am.

Kanohi Kitea / Present: Mayor Phil Nixon, Deputy Mayor Robert Northcott, Councillors Andy Beccard and Aaron Langton, Peter Moeahu (Te Kāhui o Taranaki), Ngapari Nui and Sandy Parata (Te Runanga o Ngāti Ruanui), Ngaraina Brooks (Te Korowai o Ngāruahine).

Ngā Taenga-Ā-Tinana / In Attendance: Kawarau Ngaia (Te Korowai o Ngāruahine), Fiona Aitken (Chief Executive), Liam Dagg (Group Manager Environmental Services), Herbert Denton (Group Manager Infrastructure Services), Rob Haveswood (Group Manager Community Services), Sara Dymond (Governance and Support Team Leader), Reg Korau (Iwi Liaison Manager) and Anne Sattler (Senior Policy Advisor).

Matakore / Apologies: Ferinica Hawe-Foreman (Te Korowai o Ngāruahine) and Graham Young (Te Runanga o Ngāti Ruanui).

MŌTINI / RESOLUTION

(Deputy Mayor Northcott/Cr Beccard)

01/24 TKM **THAT** the apologies from Ferinica Hawe-Foreman (Te Korowai o Ngāruahine) and Graham Young (Te Runanga o Ngāti Ruanui) be received.

TAUTOKO / CARRIED

1. Whakatakoto Kaupapa Whānui, Whakaaturanga hoki / Open Forum and Presentations

1.1 Freedom Camping Bylaw – Anne Sattler

The Freedom Camping Bylaw was being reviewed this year due to a change in legislation. The Self-contained Motor Vehicles Legislation Act 2023 came into force on 13 July 2023. The default position was freedom camping on council land in a non-self-contained vehicle was prohibited, however a council could allow non-self-contained vehicles if they wished. Freedom camping in tents was allowed and was not affected by the legislation change. The new legislation also increased infringement fees, the default fee was \$200, this had increased to \$400. Under the new legislation freedom camping infringement fees could not be applied to those experiencing homelessness.

As part of the legislation changes, the existing blue warrants/stickers would expire on 7 December 2024 for rental campers and 7 June 2025 for private owners. The new green warrants were introduced on 7 December 2023. The Plumbers, Gasfitters and Drainlayers Board were the regulators of the new self-contained vehicle warrant system. For a vehicle

to be certified as self-contained and receive a green warrant, the vehicle must meet requirements in relation to its water supply system, fixed toilet, wastewater system, ventilation system, sink, and rubbish storage. All the requirements must be capable of servicing the maximum number of occupants the vehicle was certified for. There was also a register of self-contained vehicles that held a green warrant so council officers could check the validity of the warrant displayed.

The largest piece of work was the Site Assessment Report which was being worked on. Information was being gathered to determine the ongoing suitability of each site which would be summarised in a report. The Committee was asked for any concerns or comments about any freedom camping sites to be sent through so that it could be fed into the report. The report would be presented to the Council for feedback in April before being released to the public for consultation in June/July.

In response to how the Council managed uncertified self contained vehicles parking on Council land, Mrs Sattler explained that there were locations where uncertified self contained vehicles and tents could be which were usually near public toilets. The Council was required to decide whether they wished to continue with this. Tenting was still allowed under the Act.

2. Whakaaetia ngā Menīti / Confirmation of Minutes

2.1 Te Kāhui Matauraura Committee held on 22 November 2023.

MŌTINI / RESOLUTION

(Cr Langton/Deputy Mayor Northcott)

02/24 TKM THAT the minutes of Te Kāhui Matauraura meeting held on 22 November 2023 be confirmed as a true and correct record.

TAUTOKO / CARRIED

3. Ngā Take Kawea / Items for Action

3.1 Naming of Pilot Station Road

Council Staff were investigating the history of the name change and the process to have it reverted back.

3.2 Te Reo Policy

The Committee was reminded to send through any feedback or suggested amendments on the draft Te Reo Policy. A report would be presented to the March Policy and Strategy Committee meeting.

4. Pūrongo-Whakamārama / Information Reports

4.1 Tangata Whenua Liaison Fund

The report updated Te Kāhui Matauraura (the Committee) on the process to allocate the Tangata Whenua Liaison Fund (the Fund) for 2023/24. An updated timeline for the application process and the grants uplifted from the 2022/23 round was included in the report.

There was \$50,000 available each financial year for the Committee to distribute between the four iwi. The Fund opened on 31 January and closed on 31 March 2024. After the Fund closed Council officers would undertake the appropriate administration and a report would be brought to the Committee for consideration.

In response to the query around whether the Fund had ever been reviewed it was noted that the Fund had decreased because it was undersubscribed. Ms Aitken explained that previously funds could only be uplifted when the project was complete and used that year. The Fund was reviewed and brought in line with the Local Discretionary Fund so that as soon as Iwi allocated the funds it could be uplifted. The Committee could also now carry over 20% of the fund into the following year.

Mrs Brooks asked if applicants were required to supply an accountability report. Ms Aitken explained that applicants were required to provide the necessary accountability and could not apply for more funding until that had been provided.

Ms Aitken explained that through the 2024-2034 Long Term Plan the Council was looking at an Urupā Maintenance Fund which would be built up over a number of years. Council Officers were looking at how to make the process more flexible and making the process straightforward.

MŌTINI / RESOLUTION

(Mr Nui/Mrs Brooks)

03/24 TKM **THAT Te Kāhui Matauraura receives the Tangata Whenua Liaison Fund 2023/24 Report.**

TAUTOKO / CARRIED

4.2 Pouherenga-ā-iwi Activity Report

The report updated the Committee on general activities that concern all Iwi groups and the organisation and activities relevant to each Iwi for the period October 2023 to December 2023.

The accepting of the He Pou Tikanga, Ngā Iwi o te Tai Whakarunga/Council Relationship Strategy on Monday 11 December 2023 was a highlight for the Council. Queries had been received from other councils around the intended implementation throughout the Council.

The Cultural Competency Framework was ongoing. This was about developing programs to support the organisation with better engagement at an officer level with our four iwi specifically. This would be aligned to He Pou Tikanga.

The Planning team were visiting Iwi to build closer relationships. Positive feedback had been received. Councillor Beccard commended this action to build closer relationships. It was important to ensure things run smoother with sometimes difficult issues.

MŌTINI / RESOLUTION

(Cr Beccard/Mr Nui)

04/24 TKM THAT Te Kāhui Matauraura receives the Pouherenga-ā-Iwi Activity Report.

TAUTOKO / CARRIED

4.3 Infrastructure Services Activity Report

The report updated Te Kāhui Matauraura on recent and current activities by the Infrastructure Services Group (the Group) across the District and other items of interest.

Inspections of the quality of manholes in Manaia, Kaponga and Ōpunakē was undertaken to discover any that allowed stormwater to infiltrate the wastewater network. Any damaged manholes were repaired. This minimised stormwater ingress into the wastewater network. Trade waste compliance had increased in the past year, with 80% of trade waste customers holding a valid trade waste consent compared to 56% in December 2022.

A proposal had been developed to install speed cushions and a raised pedestrian crossing on Egmont Street in Pātea to slow traffic down and increase safety for the community. Community consultation was planned for February. Overall, the current progress for Road Maintenance, Operations and Renewals was on track with expenditure at 45% for maintenance and 37% for renewal works. The documentation for Nukumaru Station Road was submitted to Toitū Te Whenua Land Information New Zealand (LINZ) for legalisation and registration. It was expected that the road would be legalised by April 2024.

There was illegal dumping occurring at the 24 hour recycling stations in Waverley, Eltham and Ōpunakē. Waverley's station often had animal carcasses and offal placed in the bins along with general rubbish and was frequently overwhelmed with glass bottles. Council officers were investigating options to address this, which might include the closure of the 24 hour recycling stations.

Deputy Mayor Northcott considered the 24 hour recycling stations to be a valuable service for the community. He noted that if the Council was heading towards closure of this service, it would be beneficial to put it on social media to make the community aware that if this behaviour continued the service would be lost. Mr Denton confirmed this and agreed that the message needed to be put to the community.

Councillor Beccard asked for an update on the stormwater ingress at the Pātea Area School into the wastewater network. Mr Denton noted that they had been offered stormwater connection at Council's cost, however this had not been taken up. Some repairs had been made however not to the extent that was necessary to manage the stormwater.

Mr Moeahu referred to the commentary around high water usage or losses in Rāhotu and queried whether the water users in that area were metered. He asked if there was potential to improve the water supply in that area. Mr Denton confirmed this noting that small leaks added up. He said that they were limited to water take consents and the biggest drive was the more they could reduce losses the more capacity in the supply would be gained.

Mr Nui asked what the quality of pipes were in South Taranaki. Mr Denton explained that the Council had a replacement programme. South Taranaki had a lot of asbestos cement (AC) lines which were examined to check their life expectancy and their renewal requirements. Some issues on our network were the older pipes and they were part of the replacement programme. A lot of issues were leaks on private property and the Council worked with the property owner to get them fixed.

Mayor Nixon supported water meters, as it encouraged people to police themselves. Through the 2021-2031 Long Term Plan the Council budgeted \$135 million for water infrastructure. He felt that the Council was in a reasonably comfortable position with the potential of a Taranaki combined water entity.

In the overall planning for a natural disaster Mr Moeahu asked if the Council planned for damage being caused to water infrastructure. Mr Denton confirmed that this was part of the Council's Business Continuity and Emergency Response Plans. Some areas were bore supplied which would assist in an event where water takes were affected. The infrastructure around reservoirs was designed to be earthquake proof. Mr Haveswood added that the Council had a team that ran the emergency operation centre. There was a nation wide exercise on 12 June which was planning for New Zealand's worst day. There was a lot of work happening behind the scenes to ensure we were prepared.

MŌTINI / RESOLUTION

(Cr Langton/Mr Nui)

05/24 TKM THAT Te Kāhui Mataura receives the Infrastructure Services Activity Report

TAUTOKO / CARRIED

4.1 Community Development Activity Report

The report updated Te Kāhui Mataura on progress with the community development projects and activities across the District and other items of interest.

The report provided a wide spread of community development activities across the District. The new ablution pod was installed at Nowell's Lakes Walkway and the Pou sign at Bridger Park, Eltham. Thanks was extended to Pouherenga-ā-Iwi and Iwi partners for their role in those projects. The installation of the Pātea Loop Track was underway. The planning of what the pou would look like at Wairoa-Iiti was underway, and the installation of the Ōpunakē Pump Track was planned for April.

Mayor Nixon noted the good work happening with Mayor's Taskforce for Jobs who were now located at Te W'anake/The Foundry. The team had been working to place 38 or more jobseekers into work from July 2023 until the end of June 2024. To date 24 job seekers had been assisted into work. They were doing a great job in connecting people into work and the wrap around support provided.

MŌTINI / RESOLUTION

(Deputy Mayor Northcott/Mrs Brooks)

06/24 TKM THAT Te Kāhui Mataura receives the Community Development Activity Report.

TAUTOKO / CARRIED

4.2 Environmental Services Activity Report

This report updated Te Kāhui Matauraura on activities relating to the Environmental Services Group for the months of November and December 2023.

The report presented two months' worth of data. The key points in the report was the downward trend in consenting activity for both building and resource consents and a sharp increase in noise complaints during the festive season. The number of building consents issued within the statutory timeframe was underwhelming. There were processes for issue resolution in that space. Roaming dogs in Pātea was also of concern and was an area being worked on. Illegal dumping activity was captured in the report. The Council was receiving a return on abandoned vehicles however not in the fly tipping space. The Waste Management and Minimisation Plan was adopted and there would be more to comment on in the next report.

MŌTINI / RESOLUTION

(Cr Beccard/Cr Langton)

07/24 TKM THAT Te Kāhui Matauraura receives the Environmental Services Activity Report for November and December 2023.

TAUTOKO / CARRIED

Mr Nui left the meeting at 11.07 am.

5 Take Whānui / General Issues

5.1 Tuia Rangatahi Leadership Programme

The Committee was encouraged to nominate rangatahi between 18 to 24 for the Tuia Rangatahi Leadership Programme. Information about the programme was available on the Council website.

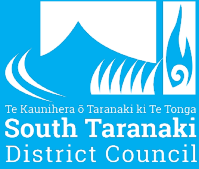
**Ko te wā whakamutunga 11.10 am ō te ata.
Meeting closed at 11.10 am.**

(Ko te rangi / dated this)

(te rā ō / day of)

2024.

.....
TIAMANA / CHAIRPERSON



Ngā Menīti o nga Komiti Herenga o Taranaki

Joint Committee Minutes

To	Ordinary Council
Date	19 February 2024
Subject	Taranaki Regional Council Joint Committee Minutes

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Council is being asked to receive the Taranaki Solid Waste Committee and Regional Transport Committee minutes for their information.

Taunakitanga / Recommendation

THAT the Council receives the minutes of the Taranaki Solid Waste Committee held on 9 November 2023 and the Regional Transport Committee held on 7 December 2023 for their information.



Date: 9 November 2023, 10.30am
Venue: Taranaki Regional Council, 47 Cloten Road, Stratford
Document: 3222164

Present	D H McIntyre B Roach M McKay	Taranaki Regional Council (<i>Chairperson</i>) South Taranaki District Council (<i>Deputy Chair</i>) Stratford District Council (<i>zoom</i>)
Attending	A Matthews R Leitao G Cotter J Cooper J Ingram T Hunt S Wilson M Deans L Jones M Jones	Taranaki Regional Council New Plymouth District Council New Plymouth District Council Stratford District Council South Taranaki District Council South Taranaki District Council South Taranaki District Council EnviroWaste Taranaki Regional Council Taranaki Regional Council

The Taranaki Solid Waste Management Committee opened with at karakia at 10.30am

Apologies: Were received and sustained from, M Chong – New Plymouth District Council
McIntyre/Roach

1. Confirmation of Minutes - 17 August 2023

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) took as read and confirmed the minutes and resolutions of the Taranaki Solid Waste Management Committee meeting held at Taranaki Regional Council, 47 Cloten Road, Stratford, on Thursday 17 August 2023 at 10.30am
- b) noted that the unconfirmed minutes of the Taranaki Solid Waste Management Committee held at the Taranaki Regional Council, 47 Cloten Road, Stratford on Thursday 17 August 2023 have been circulated to the New Plymouth District Council, Stratford District Council and South Taranaki District Council.

Roach/McIntyre

2. Regional Waste Minimisation Officer's Activity Report - October 2023

- 2.1 Miss G Cotter New Plymouth District Council, spoke to the memorandum updating the Committee on significant activities undertaken by the Regional Waste Minimisation Officer (RWMO), in collaboration with the district council officers of New Plymouth District Council, South Taranaki District Council and Stratford District Council.

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) received the memorandum *Regional waste minimisation Officer's Activity Report - October 2023*
- b) noted the activities of the Regional Waste Minimisation Officer and district councils.

McIntyre/Roach

3. Regional Waste Minimisation Education Plan 2023/2024

- 3.1 Miss G Cotter New Plymouth District Council, spoke to the memorandum to provide the committee with an update on the Regional Waste Minimisation Education Plan 2023/2024.

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) received the memorandum *Regional Waste Minimisation Education Plan 2023/2024*.

Roach/McIntyre

4. Waste Management and Minimisation Plan Consultation Summary

- 4.1 Miss G Cotter New Plymouth District Council, spoke to the memorandum to provide the committee with a summary of the Waste Management and Minimisation Plan Consultation Summary.

Resolved

That the Taranaki Solid Waste Management Committee of the Taranaki Regional Council:

- a) received the memorandum *Waste Management and Minimisation Plan Consultation Summary*.

McIntyre/Roach

There being no further business, Committee Chairperson, D M McIntyre declared the meeting of the Taranaki Solid Waste Management Committee closed at 11.35am

Taranaki Regional

Council Chairperson: _____

D M McIntyre (Chairperson)

unconfirmed



Date: 7 December 2023, 1.00pm
Venue: Taranaki Regional Council Boardroom, 47 Cloten Road, Stratford
Document: 3233076

Present	A L Jamieson	Taranaki Regional Council (<i>Chairperson</i>)
	C Littlewood	Taranaki Regional Council
	N Volzke	Mayor - Stratford District Council
	P Nixon	Mayor - South Taranaki District Council
	M Chong	New Plymouth District Council
	L Stewart	Waka Kotahi NZ Transport Agency
 Attending	A Harris	Stratford District Council
	S Bowden	Stratford District Council
	R Leitao	New Plymouth District Council
	V Lim	South Taranaki District Council
	S Downs	Waka Kotahi NZ Transport Agency
	A Gurney	New Zealand Police (<i>zoom</i>)
	F Ritson	Taranaki Regional Council
	C Gazley	Taranaki Regional Council (<i>left meeting at 1.55pm</i>)
	N Chadwick	Taranaki Regional Council
	M Jones	Governance Administrator
	K Wright	Venture Taranaki
	S Nutulapati	Waka Kotahi (<i>joined meeting at 2.08pm</i>)

Apologies: Were received and sustained from, M J Cloke -Taranaki Regional Council and H Duynhoven - New Plymouth District Council
 Nixon/Volzke

One Member of the public in attendance

- 1. Confirmation of Minutes Regional Transport Committee – 6 September 2023**
Resolved
 That the Taranaki Regional Transport Committee:

- a) took as read and confirmed the minutes of the Taranaki Regional Transport Committee meeting held at 47 Cloten Road, Stratford on Wednesday 6 September 2023 at 10.30am
- b) noted that the unconfirmed minutes of the Taranaki Regional Transport Committee held at 47 Cloten Street, Stratford on Wednesday 6 September 2023 at 10.30am, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Jamison/ Volzke

2. Regional Transport Advisory Group Minutes - 11 October 2023 and 15 November 2023

Resolved

That the Taranaki Regional Transport Committee:

- a) took as read the minutes of the Taranaki Regional Transport Advisory Group meetings held at 47 Cloten Road, Stratford on 11 October 2023 and the unconfirmed minutes of the 15 November 2023 meeting
- b) noted that the minutes of the Taranaki Regional Transport Advisory Group held at 47 Cloten Street, Stratford on 11 October and 15 November 2023, have been circulated to the New Plymouth District Council, Stratford District Council and the South Taranaki District Council for their receipt and information.

Volzke/Nixon

3. Proposed Advisory Members (Non-voting) on the Regional Transport Committee

- 3.1 Miss N Chadwick, Taranaki Regional Council, spoke to the memorandum to provide the committee with guidance on the recommended Advisory Members (Non-voting) for the Regional Transport committee.

Resolved

That the Taranaki Regional Transport Committee:

- a) received this *Advisory Members (Non-voting) on the Regional Transport Committee* memorandum
- b) selected and approved option A for the inclusion of Advisory Members (non-voting) being:
 - Option A: appoint an advisory member from KiwiRail and New Zealand Police to be advisory members to the RTC.
- c) determined that this decision be recognised as not significant in terms of section 76 of the *Local Government Act 2002*
- d) determined that it has complied with the decision-making provisions of the *Local Government Act 2002* to the extent necessary in relation to this decision; and in accordance with section 79 of the Act, determined that it does not require further information, further assessment of options or further analysis of costs and benefits, or advantages and disadvantages prior to making a decision on this matter.

Nixon/Volzke

4. Request to vary the Regional Land Transport Plan 2021

- 4.1 Ms F Ritson, Taranaki Regional Council, introduced of the item.
- 4.2 Mr V Lim spoke to the committee to seek Committee approval of a request to vary the *Regional Transport Plan for Taranaki 2021/22-2026/27*.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum titled, *Request to vary the Regional Land Transport Plan 2021*
- b) agreed to the requested variation to the *Regional Land Transport Plan for Taranaki 2021/22-2026/27*, made by South Taranaki District Council, to add a project to develop and upgrade intersections with State Highway 3 as part of the South Taranaki Business Park development
- c) noted this variation to the *Regional Land Transport Plan for Taranaki 2021/22-2026/27* and forwards it on to Waka Kotahi NZ Transport Agency
- d) determined that this decision be recognised as not significant in terms of section 76 of the *Local Government Act 2002*
- e) determined that it has complied with the decision-making provisions of the *Local Government Act 2002* to the extent necessary in relation to this decision; and in accordance with section 79 of the Act, determined that it does not require further information, further assessment of options or further analysis of costs and benefits, or advantages and disadvantages prior to making a decision on this matter.

Nixon/Jamieson

5. Government Policy Statement on Land Transport 2024 - Submission and Future Change

- 5.1 F Ritson spoke to the memorandum to seek endorsement from the committee of the draft *Government Policy Statement on Land Transport 2024/25-2033/34* (Draft GPS 2024) submission.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum titled, *Government Policy Statement on Land Transport 2024 - submission and future change*
- b) endorsed the submission to Te Manatū Waka Ministry of Transport on the draft *Government Policy Statement on Land Transport 2024/25-2033/34*
- c) noted the recent change in Government means the draft *Government Policy Statement on Land Transport 2024/25-2033/34* will be revised in line with the incoming Government's land transport priorities

- d) supported the drafting of a welcome letter to the incoming Minister of Transport which outlines key matters for consideration as the revised *Government Policy Statement on Land Transport 2024/25-2033/34* is prepared
- e) provided direction to staff as to the contents of the welcoming letter to the incoming Minister of Transport.

Volzke/Chong

6. Regional speed Management Plan Development

- 6.1 Ms F Ritson, Taranaki Regional Council, spoke to the memorandum to seek Committee to provide an update on speed management planning in the region.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the memorandum titled, *Regional Speed Management Plan development update*
- b) noted the update provided on speed management planning in the region
- c) noted the new Government may change or repeal the current national requirements around speed management planning, with further information being brought to the Committee when available.

Littlewood/Nixon

7. Waka Kotahi Update

- 7.1 Ms Linda Stewart - Waka Kotahi, spoke to the memorandum and gave PowerPoint presentations to provide updates Regional and national activities.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the updates and presentation provided by Waka Kotahi New Zealand Transport Agency.

Chong/Volzke

8. Territorial Authorities Update

- 8.1 Mr V Lim, South Taranaki District Council, spoke to the report updating the committee on transport activities within the South Taranaki District
- 8.2 Mr S Bowden, Stratford District Council, spoke to the report updating the committee on transport activities within the Stratford District.
- 8.3 Mr R Leitao, New Plymouth Council, spoke to the report updating the committee on transport activities within the New Plymouth District

Resolved

That the Taranaki Regional Transport Committee:

- a) received the update provided by the South Taranaki District Council on its transport activities
- b) received the update provided by the Stratford District Council on its transport activities
- c) received the update provided by the New Plymouth District Council on its transport activities

Nixon/Chong

9. Waka Kotahi Presentation

- 9.1 Mr S Nutulapati – Senior Project Manager Complex Waka Kotahi, gave a presentation to update the committee on the proposed work to be undertaken on SH 3 and SH 3A.

Resolved

That the Taranaki Regional Transport Committee:

- a) received the presentation from Waka Kotahi and noted the information within.

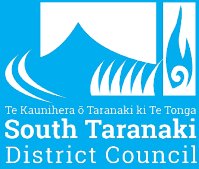
Littlewood/Nixon

There being no further business the Committee Chairperson, Councillor A L Jamieson, thanked the Committee for their work and declared the Regional Transport Committee meeting closed at 3.07pm.

Taranaki Regional

Council Chairperson: _____

A L Jamieson



Pūrongo Report

To	Ordinary Council
From	Pouhautū Rautaki me te Whaitikanga / Head of Strategy and Governance, Becky Wolland
Date	19 February 2024
Subject	2024-2034 Long Term Plan Adoption with Three Waters

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. In August 2023 the government at the time passed two pieces of legislation to move the delivery of three waters from local authorities to ten water entities. The Council have been developing the 2024-2034 Long Term Plan (LTP) with three waters in year one only. In late 2023 the new National-led coalition government announced their intention to repeal the three waters legislation and to restore council ownership and control of water assets. This means that local authorities are now required to include three waters in all ten years of the LTP.
2. The government has provided two options for local authorities who have been preparing their LTPs without three waters or with fewer resources. These options aim to provide some relief in the preparation of a full LTP (Minister's letter attached as [Appendix 1](#)).
3. This report recommends the Council agrees with option i. This will allow some additional time to prepare and include information on three waters while also enabling consultation to proceed within the timeframes set out in the original timeline.

Taunakitanga / Recommendation(s)

THAT the Council agrees to option i to proceed with the current 2024-2034 Long Term Plan timeline with an unaudited consultation document.

Kupu Whakamārama / Background

4. Section 10 of the Local Government Act (LGA) 2002 sets out the information to be included in the Council's LTP. In early 2023 two pieces of legislation were passed by the government to move the delivery of three waters from local authorities to ten water entities. This legislation removed the requirement for local authorities to prepare their long term plans with three waters for the full ten years. In August 2023 the Council indicated their preference to move to the new water entity from 1 April 2025. Based on this, the long term plan was being developed with three waters to be included in year one only.

5. Following the central government election in late 2023 the new National-led coalition government announced their intention to repeal the three waters legislation and to restore council ownership and control of water assets. Local authorities are now required to include information on three waters in their long term plans which requires ten years of budgets, capital works programmes and waters added into 30 year infrastructure strategy planning and added to the draft LTP. This is a significant amount of rework, particularly for the smaller councils who do not have resources to prepare this work. The government has provided two options for local authorities to consider and provide some relief to make the preparation of a full LTP more manageable:
 - i. Proceed with the current timeline with an un-audited consultation document. Auditors will be required to audit the underlying long term plan information while consultation is underway.
 - ii. Extend the adoption deadline to 30 September 2024 with an audited consultation document.
6. Each of the options above carry an element of risk for the Council. South Taranaki has operated under the assumption that three waters would not be incorporated into this LTP.

Local Government Purpose

7. Either option aligns with the purpose of the Local Government Act as they enable local decision-making and ensures the Council can continue to promote the social, economic, cultural and environmental wellbeing of the community. While central government mandates the inclusion of three waters in the LTP, the Council retains the authority to determine the plan's delivery to the community and its adoption timeline.

Ngā Kōwhiringa / Options – Identification and analysis

8. The government has provided two options for local authorities to consider and provide some relief to make the preparation of a full LTP more manageable.
9. Option i - Proceed with current adoption deadline of 30 June 2024 with an un-audited consultation document. Auditors will be required to audit the underlying LTP information while consultation is underway. An unaudited consultation document allows Council staff to prepare and integrate the necessary information on three waters back into the LTP, prior to 30 June adoption.
10. Option ii - Extend the adoption deadline to 30 September 2024 with an audited consultation document. An LTP must be adopted by the Council before the rates are struck for the financial year. Striking the rates in September raises a number of risks and complications. Legal advice provided to the sector has indicated that this is not an ideal option.
11. After considering the impacts and risks the preferred option considered the most appropriate for this Council is option i. Option i provides time to prepare and include information on three waters while also allowing for consultation to proceed within the timeframes set out in the original timeline.
12. The Council have adopted a number of policies and information for inclusion in the LTP, ie. Revenue and Financing Policy, Significance and Engagement Policy, groups of activities,

vision and outcomes, and Iwi-Council Partnership Strategy. The two policies will need to be altered to include three waters and resubmitted to Council for approval.

13. We are working with the Council’s auditors, Deloitte to formulate a methodology for the audit of the LTP. We also anticipate that the Office of the Auditor General will provide audit guidelines for those local authorities who have selected option i.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

14. South Taranaki District Council’s general approach to determining the level of “significance” will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The decision to proceed with the current LTP adoption date of 30 June will have a positive impact on residents and ratepayers. Delaying the adoption of the LTP will impact when the rates can be struck and the processing of rate invoices.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan.	The decision to proceed with the current LTP adoption date of 30 June will ensure the Council continues to meet their stated levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	There is no evidence that a decision of this nature will generate wide public interest.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	The decision to proceed with the current LTP adoption date of 30 June will ensure the Council can carry out their functions and activities.
Reversible	The degree to which the decision or proposal is reversible.	Once the Council commits to an option it would be difficult to reverse the decision, as timelines for the audit need to be confirmed.
Environment	The degree of impact the decision will have on the environment.	The decision to proceed with the current LTP

Criteria	Measure	Assessment
		adoption date of 30 June will have no impact on the environment.

15. In terms of the Council’s Significance and Engagement Policy this matter is of low significance. The decision to proceed with current LTP adoption date of 30 June will be communicated through minutes of the Council meeting.

Legislative Considerations

16. The new National-led coalition government announced their intention to repeal the three waters legislation and to restore council ownership and control of water assets. The current indicative timeline for the new Bill, which will repeal the current legislation, is to be introduced into Parliament by mid-February. This is being done as part of the Government’s 100-day plan and is therefore likely to be passed without any issues. However, the existing legislation is still in place and technically the Council is not abiding by the existing legislation by adding three waters into the LTP prior to the new Bill being enacted. Advice from all sector bodies is to immediately begin preparing to add three waters into long term plans in anticipation that the Bill will be passed in a timely manner.

Financial/Budget Considerations

17. Delaying the adoption of the LTP raises a number of risks and complications with the striking of rates. Legal advice provided to the sector has indicated to proceed with caution under this option. The decision to proceed with the current LTP adoption date of 30 June will ensure the Council can carry out financial and rating functions and activities.

Consistency with Plans/Policies/Community Outcomes

18. Nothing in this report is inconsistent with any Council policy, plan or strategy.
19. The decision to proceed with the current LTP adoption date of 30 June will enable the Council to continue to meet the cultural, social, economic and environmental well-beings of the community.

Consideration for Iwi/Māori

20. The decision to proceed with the current LTP adoption date of 30 June will ensure that the consultation document can be released to the public as per the planned timeline. This will enable Māori and the public to provide feedback on the Council’s proposed LTP.

Whakakapia / Conclusion

21. This report recommends the Council agrees with option i. This will allow some additional time to prepare and include information on three waters while also enabling consultation to proceed within the timeframes set out in the original timeline.



Becky Wolland

**Pouhautū Rautaki me te Whaitikanga /
Head of Strategy and Governance**



[Seen by]

Fiona Aitken

**Tumu Whakahaere /
Chief Executive**

[Appendix 1 – Minister’s Letter](#)

Attachment: Long-term plan information shared with councils (FYI)

Options to help councils complete their 2024-34 long-term plans

Councils are seeking legislative certainty for their 2024-34 long-term plans and are seeking direction and support for how to continue to plan for and finance water services.

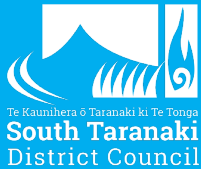
Different councils will have different needs and preferences and will be at various stages of developing their long-term plans.

To provide flexibility for these local circumstances, Cabinet has agreed the repeal bill will include temporary modifications to local government legislation for the transitional period affecting the 2024 long-term plans. Once the bill is passed, these options will be available for councils to use, as appropriate.

A few councils are preparing an unaudited three-year plan, with a focus on cyclone recovery, rather than a standard 10-year plan. As such, some of the proposed modifications may be less relevant to them.

If your council is...	Options available
<p>Starting to prepare or consult on long-term planning material that includes water services information – ahead of the repeal bill being enacted</p>	<p>The enacted provisions clarify that the council can include water services material in the final plan, without re-consulting, but:</p> <ul style="list-style-type: none"> • Must include new/updated information on water services in its final plan – to reflect the continuation of its responsibilities; • Must consider the views and preferences of affected and interested persons as it considers appropriate; and • Does not have to delay the adoption of its long-term plan past 30 June 2024 (in order to provide opportunities for public consultation on its revised proposals). <p>Transitional provisions will also help ensure the risks of future legal challenge (associated with concerns about possible issues in process) will be minimised.</p>
<p>Needing more time to develop and consult on long-term planning material</p>	<p>The statutory deadline by which the 2024 long-term plan must be adopted will be extended by three months – to 30 September 2024.</p> <p>This flexibility may be desirable to smaller councils with fewer resources, or those councils that would prefer to wait until the repeal legislation is enacted before starting consultation.</p> <p>The deadline for adopting the 2023/24 annual reports will also be extended, to reflect the possible overlap in auditing processes if councils are taking longer than usual to finalise the long-term plan.</p> <hr/> <p>Councils will be permitted to have unaudited long-term plan consultation documents.</p> <p>This would allow auditing of the final long-term plan to proceed in tandem with consultation, to help achieve statutory deadlines.</p>

Councils have been operating in a period of uncertainty and complexity for some time, and may be seeking additional options with respect to their long-term planning obligations. Updates will be provided as any further decisions are made.



Pūrongo Report

To	Ordinary Council
From	Kaitātari Whakamahere Tōpūranga / Corporate Planner, Gordon Campbell
Date	19 February 2024
Subject	Trade Waste Bylaw Review

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Council's Trade Waste Bylaw is overdue for a review and will automatically lapse on 30 June 2024. Under section 158(1) of the Local Government Act 2002 (LGA 2002), a new bylaw must be reviewed no later than five years after the date on which it was made. The Trade Waste Bylaw should have been reviewed in 2022, however councils were advised to pause work on bylaws and policies in relation to three waters. This means that a new Trade Waste Bylaw needs to be in place by 30 June 2024.
2. This report recommends that the Council approves the attached draft Statement of Proposal and Trade Waste Bylaw for release to the public, to initiate a special consultative procedure.

Taunakitanga / Recommendations

THAT the Council;

- a) **Approves** the attached draft Statement of Proposal and Trade Waste Bylaw for public consultation to initiate a special consultative procedure to renew the Trade Waste Bylaw.
- b) **Approves** the proposed timetable for renewing the Trade Waste Bylaw.

Kupu Whakamārama / Background

3. As a result of an enforcement order issued by the Taranaki Regional Council in 2014, the Council adopted its Trade Waste Bylaw in 2017. Under section 158(1) of the Local Government Act 2002 (LGA 2002), a new bylaw must be reviewed no later than five years after the date on which it was made. The Trade Waste Bylaw should have been reviewed in 2022, however councils were advised to pause work on bylaws and policies in relation to three waters.
4. Under section 155 of the LGA 2002, the review of a bylaw requires the Council to:
 - (i) Determine whether a bylaw is the most appropriate way of addressing the perceived problem.
 - (ii) Having determined that a bylaw is the most appropriate way of addressing the perceived problem, determine whether the proposed bylaw:

- (a) is the most appropriate form of bylaw; and
- (b) gives rise to any implications under the New Zealand Bill of Rights Act 1990.

5. These “three section 155 determinations” as they are known had to be considered by the Council within five years of the Trade Waste Bylaw coming into force, but this was not done, and section 160A of the LGA 2002 states that a bylaw is automatically revoked if it is not reviewed within two years after the date it was due for a review. This means that a new Trade Waste Bylaw is now required and needs to be in place by 30 June 2024 at the latest.

Ngā Kōwhiringa / Options – Identification and analysis

- 6. Creating a new bylaw involves the initiation of a special consultative procedure under section 83 of the LGA 2002. This includes the release of a statement of proposal for public consultation. A draft Statement of Proposal is attached, along with a draft Trade Waste Bylaw. Some changes to the current Bylaw are proposed, consisting of minor wording changes and three new paragraphs, one requested by Ngāti Ruanui and two by the Trade Waste Officer.
- 7. Although the deadline for considering the “three determinations” has passed, it is still appropriate to consider them. The Council decided in 2017 that a bylaw was the most appropriate way of addressing the problems associated with trade waste discharges and nothing has occurred since then to change that view. Council staff consider that the current bylaw, with the suggested minor modifications, is still the most appropriate form of bylaw, and the bylaw has no human rights implications.
- 8. The following timetable has been developed for the renewal of the Trade Waste Bylaw. The first two actions have been completed.

Date	Action
Wednesday 31 January	Discuss at Huinga-a-Iwi.
Monday 19 February	Report to Council requesting: <ol style="list-style-type: none"> 1. Consideration of the 3 section 155 determinations. 2. Approval of consultation document. 3. Initiation of special consultative procedure.
Thursday 22 February to Monday 22 April	Consultation.
Tuesday 23 April	Send draft Bylaw to Minister of Health for comment.
Monday 13 May	Extraordinary Council meeting – hearings (same day as Ordinary Council).
Monday 10 June	Report to Policy and Strategy meeting – recommend adoption of Bylaw.
Monday 24 June	Adoption of new Trade Waste Bylaw at Ordinary Council meeting.

Options available

- 9. Option One: Approve the attached draft Statement of Proposal and Trade Waste Bylaw for public consultation to initiate a special consultative procedure to renew the Trade Waste Bylaw. This will ensure that the efficient and compliant operation of the Council’s wastewater reticulation and treatment systems can continue.

10. Option Two: Allow the current Bylaw to lapse and do not replace it. This option would have serious repercussions for the community and the environment, as well as for the Council as we would lose the ability to control what is deposited into the wastewater systems.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Local Government Purpose

11. The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities and promote the social, economic, environmental and cultural well-beings. The proposed initiation of a special consultative procedure for a new Trade Waste Bylaw will enable democratic local decision-making and contribute to the District’s economic and environmental well-beings.

Assessment of Significance and Engagement

12. The Council’s general approach to determining the level of “significance” is to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The proposed new Trade Waste Bylaw would have no effects beyond those that currently exist.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan.	The proposal would not affect levels of service.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Development of the current Bylaw generated considerable interest from affected parties and very little public interest.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	The process of putting in place a new Trade Waste Bylaw will have no budgetary implications, as the costs can be absorbed within existing budgets.
Reversible	The degree to which the decision or proposal is reversible.	The Trade Waste Bylaw can be revoked at any time if this action is considered to be desirable.
Environment	The degree of impact the decision will have on the environment.	One of the aims of the Trade Waste Bylaw is to improve environmental outcomes.

13. In terms of the Council’s Significance and Engagement Policy this matter is of low significance. However, the special consultative procedure will enable public consultation and any submitters will be informed of the outcome. The public would be informed through meeting minutes.

Risks

14. The main risk to the Council is that the review and renewal of the Trade Waste Bylaw is not completed by 30 June 2024. As noted elsewhere, this would have potentially catastrophic consequences.

Legislative Considerations

15. Subpart 1 of Part 8 of the LGA 2002 sets out the statutory requirements for developing and reviewing bylaws. As a new Trade Waste Bylaw is proposed, a special consultative procedure under section 83 of the LGA 2002. Section 148 of the LGA 2002 requires the Council to give public notice of its intention to create a trade waste bylaw and allow one month for submissions. The section 83 and section 148 notices can be combined and the common practice among other councils is to allow a two-month consultation period, rather than one month, to ensure that the consultation period for each section is met.

Financial/Budget Considerations

16. The costs of reviewing and renewing the Trade Waste Bylaw can be absorbed in existing budgets.

Environmental Sustainability

17. The Trade Waste Bylaw contributes to improved environmental outcomes by ensuring that waste discharges meet quality and quantity standards.

Consistency with Plans/Policies/Community Outcomes

18. Nothing in this report is inconsistent with any Council policy, plan or strategy. The Bylaw is consistent with the Council's Waste Management and Minimisation Policy.
19. The Trade Waste Bylaw contributes to the following community outcomes:
 - Prosperous South Taranaki – *Economic well-being*
 - Sustainable South Taranaki – *Environmental well-being*

Consideration of Iwi/Māori

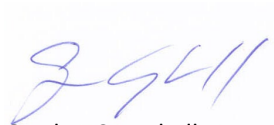
20. As the Trade Waste Bylaw relates to land and water, it is of particular interest to iwi/Māori. The proposed new Trade Waste Bylaw was discussed at Huinga-ā-iwi on 31 January and the iwi post-settlement governance entities have been advised. Te Kāhui Matauraura will be consulted and asked for feedback at its next hui on 13 March.

Affected Parties Consultation

21. Other affected parties consist of trade waste consent holders and those who apply for consents in the future. Current consent holders will be specifically included in the public consultation phase.

Whakakapia / Conclusion

22. A new Trade Waste Bylaw needs to be in place by 30 June 2024 so the Council can continue to regulate trade waste discharges as part of its contribution to improving environmental outcomes for the District. Minor changes to the current bylaw are proposed, and Option One, to initiate a special consultative procedure, is the recommended option.



Gordon Campbell

**Kaitātari Whakamahere Tōpūranga /
Corporate Planner**



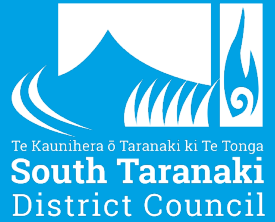
[Seen by]

Becky Wolland

**Pouhautū Rautaki me te Whaitikanga /
Head of Strategy and Governance**

[Appendix 1: Draft Statement of Proposal – Trade Waste Bylaw 2024](#)

[Appendix 2: Proposed Trade Waste Bylaw Summary](#)



Hui Whakahihi Para Pāhiki Tūwhāreā-Rohe 2024

Proposed Trade Waste Bylaw 2024

Statement of Proposal

Have your Say! Make a submission

The proposed Trade Waste Bylaw is now open for public consultation from 22 February to 22 April 2024. This is your chance to let the Council understand your views about trade waste in South Taranaki, so please take the time to get involved and have your say.

See pages 11 to 71 for the full draft Trade Waste Bylaw.

See page 9 and 10 for the submission form.

www.southtaranaki.com/policyreview

Hukihuki Para Pākihi Ture-ā-Rohe 2024

Proposed Trade Waste Bylaw 2024

Where can I get more information?

- Visit the Council website
www.southtaranaki.com/policyreview
- Telephone 0800 111 323
- Contact one of your elected representatives.
- Additional copies of this document are available from any LibraryPlus or the Council Administration Building, Albion Street, Hāwera.

How to make a submission

- Make a submission online
- Download a submission form from:
www.southtaranaki.com/policyreview
- Complete the attached submission form and send via

Email: consultation@stdc.govt.nz

Post: Private Bag 902, Hāwera, 4640

Please note that submissions, as part of the public consultation process, are a public record and will be included in a publicly available Council Agenda and will remain on the Council's minute records.

Consultation Timeline 2024

THURS 22 FEBRUARY

Submission Period Opens

MONDAY 22 APRIL

Submission Period Closes

TUESDAY 23 APRIL

Send Draft Bylaw to Minister of Health for comment

MONDAY 13 MAY

Council Hearing to hear submissions

MONDAY 10 JUNE

Policy and Strategy Committee to deliberate on submissions

MONDAY 24 JUNE

Council Meeting to adopt Proposed Bylaw

Introduction

The Council has a Trade Waste Bylaw that sets a framework for regulating industries' discharges into the Council's wastewater network. The Bylaw enables us to treat and dispose of wastewater to set standards, allowing us to meet our obligations under our discharge resource consents. The Bylaw aims to manage risks to our wastewater infrastructure and fairly distribute the costs involved in treatment and disposal facilities.

The Trade Waste Bylaw provides clear definitions as to what trade waste is, places conditions around discharges of trade waste and provides for enforcement for breaches of the Bylaw.

To comply with the Local Government Act 2002, we need to replace the Bylaw and we are proposing to introduce a new Trade Waste Bylaw. A draft Bylaw has been prepared and can be found below. The new draft is very little different from the current one, as we think our Trade Waste Bylaw (2017) is still serving its designed purpose. We are suggesting some minor changes, and these are shown.

Hukihuki Para Pākihi Ture-ā-Rohe 2024

Proposed Trade Waste Bylaw 2024

Background

The Council owns and operates eight wastewater treatment plants and is responsible for providing a wastewater service throughout the District. Wastewater from domestic households, businesses and connected industries is discharged into our wastewater network and treated at the wastewater plants.

Most of the revenue needed to pay for our wastewater service comes from residential and commercial properties connected to the network, by way of an annual targeted wastewater rate (currently \$805.00). In addition, five of the six major ‘wet industries’ (businesses that use large quantities of water in processing and then discharge that water with contaminants) connected to our network have separate trade waste agreements with the Council.

The Council’s Drainage Bylaw (2018) regulates the normal operation of the wastewater network and the conditions for connection by households. It also defines what wastes are acceptable to discharge into the wastewater network.

The Trade Waste Bylaw is designed to regulate trade waste from businesses by providing a robust procedure for assessing, managing and monitoring trade waste discharges.

The wastewater network is unable to treat some contents of trade waste. High levels of contaminants, such as fats, acids, oil or grease, cause blockages that must be cleared at a cost to ratepayers. The Trade Waste Bylaw covers discharges of a wide range of chemical contaminants and other trade wastes that can damage the wastewater network, treatment plants or the ponds.

In 2013 the Council was issued with an Enforcement Order by the Taranaki Regional Council, which resulted in our commitment to introduce a Trade Waste Bylaw in 2017, and we now need to replace the Bylaw with a new one.

Proposed Trade Waste Bylaw

As noted, the proposed new bylaw is almost the same as the current one. Key features are:

- All premises discharging trade waste to our wastewater system will be classified into one of four categories – permitted, controlled, conditional or prohibited trade waste.
- Any premises classified as controlled or conditional will need to apply for a trade waste licence.
- Conditions of a conditional licence will require that premises test their trade waste and submit a report specifying whether their waste complies with discharge limits.
- Non-compliance may be dealt with by prosecution and/or by disconnection from our wastewater network.
- Our Trade Waste Officer undertakes monitoring and enforcement duties.
- We propose that the Bylaw will come into effect on 1 July 2024.

What are the four categories?

Category	Description
Permitted Trade Waste	Discharges into the wastewater system are within the “acceptable discharge” definition in the Drainage Bylaw 2018; for example, discharges that would be similar in nature or volume to what you would find in the typical household.
Controlled Trade Waste	Discharges that are above the “acceptable” standard in the Drainage Bylaw, or from controlled premises as per the Trade Waste Bylaw, but not exceeding standards noted within the Trade Waste Bylaw that would require conditions to be placed on the discharge.
Conditional Trade Waste	Discharges that require conditions or limits specific to the premises discharging the waste, as per the Trade Waste Bylaw.
Prohibited Trade Waste	Discharges that are not allowed into the wastewater system, as per the Trade Waste Bylaw.

Hukihuki Para Pākihi Ture-ā-Rohe 2024

Proposed Trade Waste Bylaw 2024

What changes can you expect?

No substantial changes are proposed. The current Bylaw works well and minor wording changes are proposed, along with three additional paragraphs:

- 10.1.2.a – Council may require assessment of permitted activities.
- 13.4.6 – annual review meeting with iwi.
- 14.4 – penalties for non-compliance.

Unit Charges for Conditional Industries Only

The following table provides the calculated costs per scheme for the unit charges of flow, total suspended solids (TSS) and chemical oxygen demand (COD) in discharges. The proposed unit charges take into account the option to charge an annual licensing fee for premises (currently **\$162.00**). This is a partial cost recovery from conditional premises to cover the management of the Bylaw.

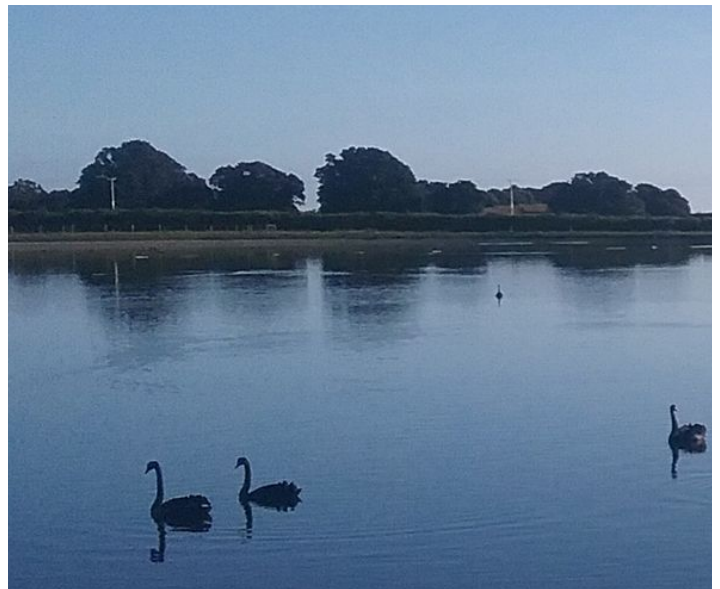
It is expected that large wet industries and a handful of processing type premises will fall under the Conditional category.

Proposed unit charges per scheme (assumes annual licensing fee of \$162.00 per year)	Flow	TSS	COD
	\$/m ³	\$/kg	\$/kg
Eltham customers only (including capex)	\$1.22	\$2.66	\$0.63
Hāwera customers only (Including capex)	\$0.57	\$1.37	\$0.36
Manaia and all other customers not covered above (Ōpunakē, Kaponga, Pātea, Waverley)	\$1.28	\$0.52	\$0.35

What are we trying to achieve with the Trade Waste Bylaw?

The Bylaw is designed to:

- Protect the health and safety of the community from the adverse effects of harmful substances discharged into the public wastewater system;
- Protect the environment from adverse effects of trade waste discharges to the public wastewater system;
- Protect the public wastewater system from damage and provide for efficient operation of the infrastructure;
- Fairly distribute the cost of dealing with trade waste; and
- Help the Council to meet the requirements of the Resource Management Act and in particular, the requirements of its resource consents held for the discharge of treated sewage and the placement of sludge onto land.



Ngā kōwhiringa hei whaiwhakaaro

Options to consider

The Council would like your feedback on the following points and on the Trade Waste Bylaw in general.

1) Category Types

The Trade Waste Bylaw has been developed around a classification system that places a business's discharge into one of four categories – permitted, controlled, conditional or prohibited.

<p>Option 1a Council's preferred option</p>	<p>Retain the status quo – the current category types</p> <p>The current categories provide clear definitions of what types of trade waste are permitted, what types require monitoring or sampling (controlled) and what types fall into a higher level of trade waste disposal that requires more treatment (conditional). The Bylaw also provides clear guidelines on what is prohibited trade waste that has the potential to cause damage to the environment or the wastewater system. This classification system gives the Council a method to better identify risk to the wastewater network and provide equity in apportioning costs.</p>
<p>Option 1b</p>	<p>No category system</p> <p>This would make it difficult to achieve a fair system because discharges from different premises would be averaged and costs charged uniformly to all ratepayers. This would mean residential and many commercial ratepayers would be subsidising businesses that discharge trade wastes. We currently have separate Trade Waste Agreements with five of the six major wet industries connected to our network.</p>



Ngā kōwhiringa hei whaiwhakaaro

Options to consider

2) Annual Licensing Fee - for Controlled and Conditional Categories only

To ensure a fair and consistent approach, the current Bylaw includes a licensing system where premises pay an annual licence fee based on the types of discharges they make into the wastewater system. The fee is \$162.00 for the 2023/24 financial year and is reviewed annually. It contributes to the cost of employing a Trade Waste Officer, who undertakes monitoring, sampling and enforcement duties.

<p>Option 2a Council's preferred option</p>	<p>Status quo – continue to charge an annual licensing fee for premises in the Controlled and Conditional categories.</p> <p>The annual licensing fee covers approximately half of the costs of managing the Bylaw. This includes property inspections by the Trade Waste Officer, sampling and administration. The balance is recovered from the major industries (conditional category) that also discharge into the wastewater system. This is the Council’s preferred option as the ‘higher’ users would be contributing a greater share without it being overly burdensome.</p>
<p>Option 2b</p>	<p>No annual licensing fee.</p> <p>The costs of managing the Bylaw would be funded from the major wet industries that fall into the Conditional category through the proposed unit charges and from all properties that pay targeted wastewater rates. This option does not address the issue of fairness, as properties that don’t discharge trade waste into the Council network would be subsidising those that do.</p>
<p>Option 2c</p>	<p>Introduce annual licensing fee for premises in the Controlled and Conditional categories that funds the full cost of operating the Bylaw.</p> <p>The costs of managing the Bylaw would only be funded from those businesses that discharge waste into the system above the ‘normal’ levels. This figure reflects the actual costs of administering the Bylaw and would mean that the monitoring system is effectively paying for itself with no funding from anywhere else. This is not Council’s preferred option as we believe that a full ‘user pays’ system places too much of a burden on many of the small to medium businesses that provide employment and vibrancy in our towns.</p>

Ngā kōwhiringa hei whaiwhakaaro

Options to consider

3) Separate Charges for Conditional Industries based on Scheme Costs

Across the District, each town discharges its wastewater to a separate treatment plant/scheme. The treatment plants have different costs associated with treating the waste. There are several reasons why costs are different, such as the length of pipe works, the distance to wastewater treatment facilities, or the systems and processes used to treat the waste. The current Bylaw has separate charges for Eltham, Hāwera and the rest of the District and we propose to continue that differentiation.

As a result of the different costs structures for the various schemes, we apply unit charges.

<p>Option 3a Council's preferred option</p>	<p>Status quo – Separate charges for Eltham, Hāwera and the rest of the District.</p> <p>The unit charges for conditional industries will be based on where the business is located, to reflect the actual costs of treatment at each treatment plant. This option best supports the intent of the Bylaw, which is based on a fairer ‘user pays’ system. It is similar to how we charge for high water users.</p>
<p>Option 3b</p>	<p>Standard charges across the District.</p> <p>The charges for each unit (flow, TSS and COD) would be the same irrespective of where the trade waste is being treated.</p> <p>This is not the Council’s preferred option as it would result in industries located in different towns subsidising other industries where the treatment plants have a different treatment system and cost more to operate.</p> <p>New industries that come to South Taranaki may also find it more beneficial to locate themselves in areas with a lower trade waste cost, which could result in localities missing out on new industries being established within their township if we standardise the charges.</p> <p>This option, applied District-wide, partially goes against the intent of the Bylaw, which is based on a fairer ‘user pays’ system that can be applied per scheme.</p>

Ngā kōwhiringa hei whaiwhakaaro

Options to consider

4) Unit Charges for Conditional Premises

The unit charges for conditional premises include charges for flow, total suspended solids (TSS) and chemical oxygen demand (COD). These three elements are commonly used throughout the industry to provide information on the types of trade waste being discharged into the wastewater system.

<p>Option 4a Council's preferred option</p>	<p>Status quo – unit charges for Conditional premises.</p> <p>The proposed unit charges for conditional premises provide a fair user pays system based on the costs related to particular wastewater treatment plants and where an industry discharges its trade waste.</p> <p>The units have been calculated to ensure full cost recovery for treatment and capacity. Future costs involved in the replacement of pipework ('capex') are also incorporated into the unit charges to future proof the wastewater treatment schemes.</p>
<p>Option 4b</p>	<p>Change the rate of Unit Charges for Conditional premises.</p> <p>Changes to the rate of unit charges mean the charges would have to be recalculated to ensure that the intent of the Bylaw is maintained to reflect a fair user pays system.</p>

5) Adoption of the Bylaw

<p>Option 5a Council's preferred option</p>	<p>Adopt the proposed Trade Waste Bylaw.</p> <p>By adopting the Bylaw, the Council will have an ability to monitor and enforce trade waste discharges into its wastewater system. The Bylaw will provide for a fairer 'user pays' system, will protect public health and safety, protect the public wastewater system, protect the environment and help the Council to meet the requirements of the Resource Management Act 1991.</p>
<p>Option 5b</p>	<p>Adopt the Trade Waste Bylaw with changes.</p> <p>The current Bylaw was developed over two years, taking into account actual data to calculate the full impact and user charges, and based on the principles covered above. The proposed Bylaw contains no major changes from the current one and any significant changes may require a reassessment of the impacts and a recalculation of the user charges.</p> <p>There is always the option of not having a Trade Waste Bylaw; however Council considers this is not a realistic or prudent option for the effective, long-term management of our wastewater system. Not adopting a bylaw would also result in the Taranaki Regional Council issuing an enforcement order under the Resource Management Act 1991, because we would not be abiding by the agreement made in 2013 to have a trade waste bylaw.</p>



Puka Tāpaetanga Submission Form

Trade Waste Bylaw 2024

Your details

First name/Initials Last name.....

Organisation (if applicable).....

Address.....

Contact Phone..... Email.....

Do you wish to speak in support of your submission? Yes No
(If no boxes are ticked, it will be considered that you do not wish to speak)

If yes, do you wish to present: In Person Online

Options to consider

1. Category Types

- Option 1a** - Introduce proposed category types
- Option 1b** - No category system

2. Annual Licensing Fee for Controlled and Conditional categories

- Option 2a** – annual licensing fee set annually (currently \$162.00).
- Option 2b** – no annual licensing fee.
- Option 2c** – annual licensing fee for premises in the Controlled and Conditional categories that funds the full cost of operating the Bylaw.

3. Separate Charges Based on Scheme Costs

- Option 3a** – Separate charges for Eltham, Hāwera and the rest of the District.
- Option 3b** – Harmonised charges across the District.

4. Unit Charges for Conditional Premises

- Option 4a** – Unit charges for conditional premises as proposed.
- Option 4b** – Change the rate of unit charges for conditional premises.

5. Adoption of the Bylaw

- Option 5a** – Adopt the Trade Waste Bylaw as proposed.
- Option 5b** – Adopt the Trade Waste Bylaw with changes (please specify the changes you would like to see).

Please provide further comments you may have on the following page.



Puka Tāpaetanga Submission Form

Trade Waste Bylaw 2024

Your Comments

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

(Please continue on a separate page if required)

Submissions close Monday 22 April 2024

Privacy Statement

We collect personal information from you, including your name and contact details. We collect your personal information in order to contact you throughout the Trade Waste Bylaw consultation process.

Besides our staff, we share this information with the public as part of the consultation process to assist with our decision-making on the Trade Waste Bylaw. Providing some information is optional. If you choose not to enter contact details, we'll be unable to contact you with regard to the process, for example, for points of clarification in your submission and the outcomes.

The information collected from you is securely stored and disposed of after 7 years.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us by email

PrivacyOfficer@stdc.govt.nz, or phone 0800 111 323.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw (~~2017~~2024)

 Person Responsible: Chief Executive
Date Adopted: TBA
Status: Draft

Date Last Reviewed: NA
Next Review Date: TBA
Review Period: 10 years
Revision Number: 1

www.southtaranaki.com



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

CONTENTS

1.0	Title	3
2.0	Commencement	3
3.0	Scope	3
4.0	Compliance with other legislation	4
5.0	Trade premises and other users to which this Bylaw applies	4
6.0	Purpose	4
7.0	Definitions	5
8.0	Restrictions on use	10
9.0	Other	10
10.0	Classification of Trade Waste	11
11.0	Controls on trade waste discharges	13
12.0	Trade Waste discharges and consents	15
13.0	Sampling, testing and monitoring	25
14.0	Bylaw Administration	29
15.0	Trade Waste Agreements	33
16.0	Offences	33
	SCHEDULE 1: PERMITTED TRADE WASTE	35
	SCHEDULE 2: CONTROLLED TRADE WASTE	36
	SCHEDULE 3: CONDITIONAL TRADE WASTE	38
	SCHEDULE 4: PROHIBITED TRADE WASTE	40
	SCHEDULE 5: CONTROLLED SUBSTANCE LIST	42
	SCHEDULE 6: CONSENT APPLICATION PROCEDURE	47
	SCHEDULE 7: TRADE WASTE CHARGE CATEGORIES	49
	SCHEDULE 8: PRE-TREATMENT MANAGEMENT GUIDELINES	53
	SCHEDULE 9: SAMPLING AND FLOW MONITORING	55
	PROCEDURE	55
	SCHEDULE 10: REFERENCED DOCUMENTS	58
2.0	3
3.0	Scope	3
10.2	Controlled trade waste – potential risk if not managed	11



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

1.0 ~~Title~~ Title

1.1 This Bylaw is made by the South Taranaki District Council pursuant to the powers contained in section 146(1)(a)(iii) of the Local Government Act 2002 (~~the Act~~), the Bylaws Act 1910, and the Health Act 1956; and shall be known as the South Taranaki District Council Trade Waste Bylaw ~~2017~~2024.

2.0 ~~Commencement~~Commencement

2.1 This Bylaw shall come into force on ~~1 July 2017~~XXXX.

3.0 Scope

3.1 This Bylaw regulates the discharge of trade waste to a wastewater system operated by the South Taranaki District Council.

3.2 This Bylaw provides for the:

- a) Acceptable long term, intermittent, or temporary discharge of trade waste to the wastewater system;
- b) Establishment of four grades of trade waste; being Permitted, Controlled, Conditional and Prohibited;
- c) Evaluation of individual trade waste discharges to be against specified criteria;
- d) Correct storage of materials in order to protect the wastewater system from spillage;
- e) Installation of ~~the~~ flow meters, samplers or other devices to measure flow and quality of the trade waste discharge;
- f) Pre-treatment of waste before it is accepted for discharge to the wastewater system;
- g) Sampling and monitoring of trade waste discharges to ensure compliance with the Bylaw;
- h) ~~The~~ South Taranaki District Council to accept or refuse a trade waste discharge;
- i) Charges to be set to cover the cost of conveying, treating and disposing of or reusing trade wastes and the associated costs of administration and monitoring;
- j) Administrative mechanisms for the operation of the Bylaw;
- k) Establishment of waste minimisation and management programmes (including sludges) for trade waste producers;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- l) Remedy in the event of breaches and ongoing enforcement; and
- m) Actual and reasonable costs.

4.0 Compliance with other legislation

- 4.1 Nothing in this Bylaw shall derogate from any of the provisions of the Health Act 1956, Resource Management Act 1991, the Building Act 2004, the Hazardous [Substances](#) and New Organisms Act 1996 and its regulations or any other relevant statutory or regulatory requirements. In the event of any inconsistency between this Bylaw and other legislation, the more stringent requirement applies.
- 4.2 This Bylaw should be read in conjunction with the South Taranaki District Council's [Wastewater-Drainage](#) Bylaw [2013\(2018\)](#).

5.0 Trade premises and other users to which this Bylaw applies

- 5.1 This Bylaw shall apply to all trade premises within the South Taranaki District where trade wastes are discharged or likely to be discharged to the wastewater system operated by the South Taranaki District Council or its agents.
- 5.2 This Bylaw shall also apply to tanker wastes collected for the purpose of discharge to the wastewater system operated by the South Taranaki District Council or its agents.
- 5.3 Pursuant to section 196 of the Local Government Act [2002](#), the South Taranaki District Council or its agents may refuse to accept any type of trade waste which is not in accordance with this Bylaw.

6.0 Purpose

- 6.1 The purpose of this Bylaw is to:
 - a) Protect the health and safety of all persons within the South Taranaki District, including Council staff, contractors and the public;
 - b) Protect the cultural and social stability of residential, agricultural, commercial, industrial, forest riparian, and environmentally sensitive lands within the South Taranaki District;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- c) Protect air, water and land from solid and hazardous waste pollution, including contamination of ground waters, surface waters, drinking water supplies, and all other natural resources;
- d) Protect the environment;
- e) Protect the wastewater system infrastructure;
- f) Ensure compliance with discharge resource consent conditions;
- g) Provide a basis for monitoring discharges from industry and trade premises;
- h) Provide an equitable basis for charging trade waste users of the public wastewater systems to cover the cost of conveying, treating and disposing of or reusing their wastes and administering this Bylaw; and
- i) Encourage waste minimisation, water conservation, cleaner production, efficient recycling and reuse of waste streams at trade premises.

7.0 Definitions

7.1 For the purposes of this Bylaw the following definitions shall apply:

Access point is a place where access may be made to a drain or private sewer for inspection (including sampling or measurement), cleaning or maintenance. The location of the access point shall be in accordance with the New Zealand Building Code and the South Taranaki District Council Wastewater Bylaw 2013.

Acceptable discharge shall have that meaning as prescribed in the South Taranaki District Council [Wastewater Bylaw 2013 Drainage Bylaw \(2018\)](#).

Act means the [Local Government Act 2002](#).

Approval or **Approved** means approval or approved in writing, by the Council either by resolution of the Council or by an Authorised Officer of the Council.

Approved site means a site approved by the Council for the safe disposal of trade waste.

Authorised Officer means any officer or agent appointed by the Council for the purposes of acting as an Authorised Officer under this Bylaw.

Biosolids means treated wastewater sludge from a wastewater treatment plant that has been treated and/or stabilised to the extent that it is able to be safely and beneficially applied to land and does not include products derived solely from industrial wastewater treatment plants. The term biosolid/biosolids is used generically throughout this document to include products containing biosolids ([e.g. for example](#), composts).

Bylaw means the South Taranaki District Council Trade Waste Bylaw 2017 and any amendments.

Characteristic means any of the physical or chemical characteristics of trade waste including any constituent of a trade waste referred to but not limited by this Bylaw, as referred to in Schedules 4 and 5.

Cleaner production means the implementation on trade premises of effective operations, methods and processes, internationally recognised and implemented on trade premises that reduce or eliminate the quantity and toxicity of wastes.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Composite sample means a composite of discrete samples collected from the sampling location over a 24 hour period on a flow or time proportional basis, as appropriate to provide a representative sample for the sampling period.

Condensing water or **cooling water** means any water used in any trade, industry or commercial process or operation in such a manner that it does not take up matter into solution or suspension.

Conditional Trade Waste means any trade waste discharged to the Council wastewater system which-that meets the controlled substances standards unless otherwise approved by the Council in a trade waste consent or a trade waste agreement; and

- a) Which is discharged from a trade premises listed in Schedule 3; or
- b) Which is discharged from any trade premises where the 24 hour flow volume of the discharge is equal to or exceeds 20 cubic metres; or
- c) Which the Council determines to be conditional trade waste under clause 10.3; and
- d) Must not have any of the prohibited characteristics listed in Schedule 4.

Connection means the lawful and physical connection of a private sewer to any Council wastewater system.

Consent means a consent in writing granted by the Council and signed by an Authorised Officer under section 12.0 of this Bylaw, authorising a person or occupier to discharge trade waste to the Council's wastewater system that is not otherwise permitted into a wastewater system.

Consent holder means the person occupying trade premises who has obtained a consent to discharge or direct the manner of discharge of the trade waste from any premises to the-a Council's wastewater systems. This includes any person who does any act on behalf of, or with the express or implied consent of, the consent holder (whether for reward or not) and any licensee of the consent holder.

Contaminant includes any substance (including gases, odorous compounds, liquids, solids and micro-organisms) or energy (excluding noise) or heat, that either by itself or in combination with the same, similar or other substances, energy or heat:

- a) When discharged into water, changes or is likely to change the physical, chemical or biological condition of water; or
- b) When discharged onto or into land or into air, changes or is likely to change the physical, chemical or biological condition of the land or air into which it is discharged.

Contingency management procedures means those procedures developed and used to avoid, remedy, or mitigate the actual and/or potential adverse effects of these activities on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge of contaminants of concern into the wastewater system.

Controlled trade waste means any trade waste discharged to the Council wastewater system which-that meets the controlled substances standards, unless otherwise approved by the Council in a trade waste consent or a trade waste agreement; and

- a) Which is discharged from a trade premises listed in Schedule 2; or
- b) Which is discharged from any trade premises where the 24 hour flow volume of the discharge is between 5 and 20 cubic metres; or



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- c) Which the Council determines to be controlled trade waste under clause 10.2; and
- d) Must not have any of the prohibited characteristics listed in Schedule 4.

Council means the South Taranaki District Council or an officer authorised under this Bylaw to act on its behalf.

Discharge management plan means a plan agreed between the Council and the occupier for the monitoring, programming and controlling by the occupier, of the sources of trade waste from the occupier's premises, so that discharges to the wastewater system comply with the Council's requirements.

Disconnection means the physical cutting or sealing of a private sewer from any wastewater system.

District means the South Taranaki District.

Domestic wastewater shall have that meaning prescribed in the South Taranaki District Council Wastewater-Drainage Bylaw 2013(2018).

Drain means that section of private drain between the occupier's premises and the point of discharge through which wastewater is conveyed from the premises to the wastewater system. That section of drain is owned and maintained by the occupier.

Emergency Management-management Plan-plan means a plan for the management of emergencies at a Premisespremisess, which includes those procedures developed and used to avoid, remedy or mitigate the actual and/or potential adverse effects of these activities on the environment from an unexpected or unscheduled event resulting in discharge, or potential discharge, of contaminants of concern into the wastewater system.

Environmental Management-management Plan-plan means an overall management plan which-that includes organisational structure, planning activities, responsibilities, practices, procedures, processes and resources for developing, implementing, achieving, reviewing and monitoring the Council's environmental requirements of the Council.

Flow Measurement System is instrumentation which is capable of measuring and logging all trade waste discharged, located in a suitable location, and approved by the Council.

Grease trap means a device approved by the Council or an Authorised Officer-whichthat allows kitchen wastewater to cool and the grease to separate from the wastewater.

Hazardous materials has the same meaning as hazardous substances in the Hazardous Substances and New Organisms Act 1996 and any regulations thereunder.

Infringement means an offence as specified by the Bylaw under section 243 and 259 of the Local Government Act 2002.

Liquid waste code compliant contractor means a waste removal contractor who has obtained a current licence under the Liquid and Hazardous Waste Code of Practice.

Long Term Plan (LTP) means a long term council-community plan adopted under section 93 of the Local Government Act 2002.

Management Plan-plan means the-a plan for management of operations on the premises from which trade wastes come, and may include provision for cleaner production, waste minimisation, discharge, contingency management procedures, and any relevant industry code of practice.

Mass limit means the total mass of any characteristic of trade waste that may be discharged to any wastewater system over any stated period from any single point of discharge or collectively from several points of discharge.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Maximum concentration means the peak concentration of any characteristic of trade waste that may not be exceeded.

Meter means any meter, automatic sampler, instrument or device for indicating, recording or sampling the rate of flow, volume or quality of any discharge and any ancillary equipment, devices or fittings used in conjunction with these.

Occupier means the person occupying any trade premises or the person responsible for any trade, commercial or industrial activity on those trade premises.

Occupier shall also include the owner of the premises if the premises is unoccupied.

Offence means an offence against this Bylaw.

Owner means the person (which includes any company or trust) owning property from which trade waste originates or is located.

Permitted trade waste means any trade waste discharged to the Council wastewater system ~~which-that~~ meets the controlled substances standards unless otherwise approved by the Council in a trade waste consent or a trade waste agreement; and

- a) Which is discharged from a trade premises listed in Schedule 1; or
- b) Which is discharged from any trade premises where the 24 hour flow volume of the discharge is less than or equal to 5 cubic metres; or
- c) Which the Council determines to be permitted trade waste under clause 10.1; and
- d) Must not have any of the prohibited characteristics listed in Schedule 4.

Person means a person or body of persons, whether corporate or unincorporated, a corporation sole and any successor, and includes the Crown.

Point of discharge means the boundary between the public sewer and private drain, as prescribed in section 15.0 of the South Taranaki District Council Wastewater Bylaw 2013. For the purposes of monitoring, sampling and testing, the point of discharge may be an alternative designated point as specified in the trade waste consent if one is required.

Premises means either:

- a) a property or allotment which is held under separate certificate of title or for which a separate certificate of title may be issued and in respect of which a building consent has or may be issued; or
- b) a building that has been defined as an individual unit by a cross lease, unit title or company lease and for which a certificate of title exists; or
- c) an individual unit in a building where units are separately leased or separately occupied; or
- d) land held in public ownership (e.g. reserve) for a particular purpose.

Pre-treatment means any processing of trade waste designed to reduce or vary any characteristic in a waste before discharge to the wastewater system in order to comply with a trade waste consent or this Bylaw.

Private drain shall have that meaning prescribed in the South Taranaki District Council [Wastewater-Drainage Bylaw 2013\(2018\)](#).

Prohibited trade waste means any trade waste that is prohibited in accordance with Schedule 4.

Reticulation shall have that meaning prescribed in the South Taranaki District Council [Wastewater-Drainage Bylaw 2013\(2018\)](#).



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Sampling location is the place where a sample is taken for monitoring. It should be located after the pre-treatment and before the wastewater meets the Council's wastewater line. means the location of the a flow measurement system.

Schedule of rates and charges means the list of items, terms and prices for services associated with the discharge of trade waste as approved by the Council.

Screen means a facility used to catch solids prior to the point of discharge.

Sewage means the discharge from any sanitary fixtures (any fixture which is intended to be used for sanitation – the term used to describe activities of washing and/or excretion carried out in a manner or conditions such that the effect on health is minimised, with regard to dirt and infection) or sanitary appliance (an appliance which is intended to be used for sanitation which is not a sanitary fixture – included are machines for washing dishes and clothes).

Sewer means the a Council pipework drainage system that conveys wastewater.

Significant industry means an industry that the Council has determined is significant for the purposes of this Bylaw, by reference to the discharge, volume and/or pollutant loads to be discharged in accordance with this Bylaw.

Stormwater means all surface water run-off resulting from rainfall.

Stormwater system means any inlets, pipes, channels, ponds, detention or treatment systems, outfalls and other related structures owned by or under the control of the Council, used for the receiving, treatment or disposal of stormwater.

Tanker waste means any waste which will be transported to and disposed of into the wastewater system, including trade waste matter in solution or suspension, which is conveyed by vehicle for disposal.

Temporary discharge means:

- a) a discharge of trade waste for an intermittent or short duration; or
- b) a short-term discharge of an unusual waste from an occupier with an existing trade waste consent; or
- c) a discharge of tanker waste to a designated point in the wastewater system.

Trade premises means:

- a) any premises used or intended to be used for any industrial or trade purpose; or
- b) any premises used or intended to be used for the storage, transfer, treatment, or disposal of waste materials or for other waste management purposes, or used for composting organic materials; or
- c) any other premises from which a contaminant is discharged in connection with any industrial or trade process; or
- d) any other premises discharging other than domestic wastewater and includes any land or premises wholly or mainly used for agricultural or horticultural purposes.

Trade waste means:

- a) wastewater discharged from a trade premises having characteristics which-that significantly distinguish it from domestic wastewaters, including:
 - b) any liquid, with or without matter in suspension or solution, that is or may be discharged from trade premises to the Council's wastewater system in the course of any trade or industrial process or operation, or in the course of any activity or operation, and may include stormwater, condensing water or cooling water that cannot practicably be separated from the wastewater.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

~~b)c)~~ Any liquid waste discharged exceeds in excess of 50 cubic metres per day.

Trade Waste-waste Agreement-agreement means a written agreement between the Council and a Person-person discharging trade waste made under section 15.0 of this Bylaw.

Wastewater means water or other liquid waste, including sewage and waste matter in solution or suspension, discharged to the Council wastewater system.

Wastewater system means the Council owned system which collects, treats and disposes of wastewater and trade wastes including all sewers, pumping stations, storage tanks, wastewater treatment plants, outfalls and other related structures operated by the Council and used for the reception, treatment and disposal of wastewater and trade wastes.

Working day shall have the meaning given to that term in the Local Government Act 2002. For the purposes of clarity, this excludes:

- a) any Saturday, any Sunday, Waitangi Day, Good Friday, Easter Monday, Anzac Day, ~~—~~ the Sovereign’s birthday, Matariki, Labour Day; and
- b) any day in the period commencing with-on the 25th day of December in a year and ending with-on the 2nd day of January in the following year; and
- c) if 1 January falls on a Friday, the following Monday; and
- d) if 1 January falls on a Saturday or a Sunday, the following Monday and Tuesday; and
- e) if Waitangi Day ~~or~~, Anzac Day or Matariki falls on a Saturday or a Sunday, the following Monday; and
- f) Taranaki Anniversary Day.

8.0 Restrictions on use

8.1 No person shall discharge, or permit to be discharged, any trade waste to the wastewater system except in accordance with the provisions of this Bylaw, or a consent or trade waste agreement granted under this Bylaw.

8.2 No person shall do, or omit to do, anything whereby wastewater with a prohibited characteristic is discharged into the wastewater system.

9.0 Other

9.1 In this Bylaw, one gender includes all genders, the singular includes the plural, and the plural includes the singular.

9.2 The wording “shall” identifies a mandatory requirement for compliance with the Bylaw. The word “may” refers to practices ~~which—that~~ are advised or recommended.

9.3 The following parts of this Bylaw may be amended by the Council from time to time by resolution publicly notified:

- a) The schedules, with the exception of Schedule 6; and



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- b) The volumetric limits in the definitions of permitted, controlled, conditional and prohibited trade waste.

9.4 Schedule 6 of this Bylaw (consent application procedure) and the explanatory notes are included for information purposes only, and do not form part of this Bylaw and may be made, amended or revoked without formality.

10.0 Classification of Trade Waste

10.1 Permitted trade waste – low risk

10.1.1 The Council may determine that any trade waste is permitted trade waste if, in the Council’s reasonable opinion, it presents a low risk to the Council wastewater system.

Explanatory note: Schedule 1 contains guidance as to which trade activities and processes are likely to produce permitted trade waste. In addition, the Council may determine that trade waste is permitted trade waste in accordance with clause 10.1.1.

~~10.1.2 A person may discharge permitted trade waste into the Council wastewater system without a trade waste consent or a trade waste agreement.~~

10.1.23 Notwithstanding clause 10.1.12 the Council may:

- a) ~~Require a person discharging trade waste as a permitted activity to apply for assessment if of the trade waste being discharged is permitted activity.~~
- a) Require a person discharging permitted trade waste into the Council wastewater system to pre-treat that trade waste to a specific standard or standards in order to prevent the discharge damaging or otherwise adversely affecting the Council wastewater system; and
- b) In accordance with the Act, enter a premises to determine the characteristics of the discharge to the Council wastewater system, and to that end may inspect the premises and take samples of any discharge

10.2 Controlled trade waste – potential risk if not managed

10.2.1 The Council may determine that any trade waste is controlled trade waste, if in the Council’s reasonable opinion, it presents a potential risk to the



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Council wastewater system if not managed through appropriate consent conditions.

Explanatory note: Schedule 2 contains guidance as to which trade activities and processes are likely to produce controlled trade waste. In addition, the Council may determine that trade waste is controlled trade waste in accordance with clause 10.2.1.

10.2.2 No person may discharge or introduce controlled trade waste into the Council wastewater system unless authorised to do so under a trade waste consent or a trade waste agreement.

10.3 Conditional trade waste – significant risk if not managed

10.3.1 The Council may determine that any trade waste is conditional trade waste if, in the Council’s reasonable opinion:

- a) the trade activity and processes are of such a complexity or size, or employ such chemicals, raw materials, or feedstock, that the risks of producing a trade waste which is not an acceptable discharge are considered significant by Council, if not managed through appropriate consent conditions; or
- b) the discharge contains substances that may at times exceed the controlled substances standards; or
- c) the discharge has a 24 hour flow volume greater than 20 cubic metres.

Explanatory note: Schedule 3 contains guidance as to which trade activities and processes are likely to produce conditional trade waste. In addition, the Council may determine the category of trade waste for a particular discharge in accordance with clause 10.3.1.

10.3.2 No person may discharge or introduce conditional trade waste into the Council wastewater system unless authorised to do so under a trade waste consent or a trade waste agreement.

10.4 Prohibited trade waste

10.4.1 No person may discharge or introduce prohibited trade waste into the Council wastewater system.

Explanatory note: Schedule 4 contains guidance as to the prohibited trade waste characteristics that must not be discharged or introduced into the Council wastewater system.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

11.0 Controls on trade waste discharges

11.1 Discharges to Council wastewater system

- 11.1.1 No person or occupier shall discharge, or cause or allow or permit to be discharged, to the Council’s wastewater system any trade waste, other than permitted trade waste, unless they have a consent or trade waste agreement to discharge that trade waste and such discharge is in accordance with any conditions set out in that consent or trade waste agreement.
- 11.1.2 No person or occupier on any premises shall discharge, or cause or allow or permit to be discharged, any trade waste in a way that causes that trade waste to be discharged off the premises to land or water outside the premises. This prohibition does not apply to tanker waste disposed of pursuant to a consent.
- 11.1.3 No person shall discharge, or cause to be discharged, any trade waste to the Council wastewater system except in accordance with the provisions of this Bylaw.
- 11.1.4 An occupier shall inform the Council or an Authorised Officer as soon as practicable upon discovery of any accident, including spills or process mishaps, ~~which-that~~ may cause a breach of any trade waste consent, agreement or this Bylaw.
- 11.1.5 Any person who carries out the off-site disposal of any hazardous materials must keep records of such disposal and make such records available for inspection by the Council or an Authorised Officer at the request of the Council or Authorised Officer.
- 11.1.6 The Council or an Authorised Officer may at its discretion and upon giving notice to the occupier remove or alter any work or thing that is, or has been, constructed in breach of this Bylaw, and may recover on demand the full costs of removal or alteration from the occupier or other person who committed the breach.
- 11.1.7 If an occupier defaults in doing any act required under this Bylaw, the Council or an Authorised Officer may at its discretion upon giving notice to the occupier, do the act in default and may recover on demand the full cost of doing the act from the occupier.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

11.1.8 Upon giving notice to the occupier, the Council or an Authorised Officer may repair any damage to the wastewater system or stormwater system caused by the discharge of trade waste that fails to comply with the conditions of a trade waste consent or is otherwise in breach of this Bylaw. The Council may recover on demand the full costs of repair including all actual and reasonable related costs in rectifying the breach, from the occupier or other person who committed the breach.

11.1.9 No occupier shall claim payment or compensation from the Council for the exclusion of trade waste due to the Council undertaking any examination, alteration, repair or maintenance of the wastewater system or stormwater system.

11.2 Storage, transport, handling and use of hazardous or harmful materials

11.2.1 All persons on trade premises shall take all reasonable steps to prevent the accidental entry of any of the materials listed in 11.2.3 of this Bylaw ~~from entry~~ into the wastewater system or stormwater system or from being discharged from the premises to land or water outside the premises as a result of leakage, spillage or other mishap. Such steps may include, but are not limited to, the provision by the occupier of:

- a) Bunding around all tank and drum storage areas on the premises, including smaller outdoor storage areas with low nib walls to prevent stormwater entering into the storage areas; with a provision for control valves to prevent clean uncontaminated stormwater being discharged to the sewer.
- b) Secondary containment around potential sources of leaks, such as valves, flanges, etc.

11.2.2 No person shall store, transport, handle or use, or cause to be stored, transported, handled or used any hazardous substance as defined by the Hazardous Substances and New Organisms Act 1996, or any of the materials listed in 11.2.3 in a manner that may cause the material to enter the wastewater system and cause harmful effects.

11.2.3 Materials referred to in 11.2.1 and 11.2.2 are those:

- a) Products or wastes containing corrosive, toxic, biocidal, radioactive, flammable or explosive materials; or
- b) Likely to generate toxic, flammable, explosive or corrosive materials in quantities likely to be hazardous, when mixed with the wastewater stream; or
- c) Likely to be deleterious to the health and safety of the Council's staff, approved contractors and the public or likely to otherwise cause a public nuisance; or



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- d) Be harmful to the wastewater system.

11.2.4 In addition to any requirement in this Bylaw, the occupier must comply with requirements of the Hazardous Substances and New Organisms Act 1996 and regulations there under, and the Resource Management Act 1991.

11.3 Dilution of Trade Waste

11.3.1 No person or occupier shall (unless authorised to do so by the Council) add, or permit the addition of, any water whatsoever to any trade waste stream to vary any characteristic of that waste stream.

11.3.2 No person or occupier shall add or permit the addition of condensing or cooling water to any wastewater unless specific approval is given in a consent or trade waste agreement, and such discharge is in accordance with any conditions set out in that consent or agreement.

11.3.3 No person or occupier shall add or permit the addition of stormwater to any wastewater unless:

- a) the area from which the stormwater originates is part of the trade premises and is included in any trade waste consent or agreement and appropriate detention or treatment devices are in place and maintained in accordance with the trade waste consent or agreement; or
- b) prior written approval or consent has been obtained from the Council or an Authorised Officer, and such discharge is in accordance with any conditions set out in that approval or consent.

12.0 Trade Waste discharges and consents

12.1 Application for a trade waste consent

12.1.1 Any person or occupier of trade premises who does, proposes to, or is likely to:

- a) discharge trade waste into the wastewater system, other than permitted trade waste (either continuously, intermittent or temporarily); and/or
- b) vary the characteristics of a discharge in respect of which a consent has previously been granted; and/or
- c) alter the conditions of consent for a trade waste discharge previously granted; and/or



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- d) significantly change the method ~~of~~or means of pre-treatment for discharge under an existing consent; and/or
 - e) make any batch discharge of trade waste;
- shall make an application to do so in a manner prescribed by the Council, as per Schedule 6 of this Bylaw.

12.1.2 Every person or occupier shall ensure that an application made under clause 12.1 is accompanied by such additional information as the Council may require in order to identify the characteristics of trade waste on the premises and the manner in which that trade waste is to be disposed of.

12.1.3 In cases where the Council considers that the trade waste to be discharged pursuant to any consent is conditional trade waste as directed by the Council, the applicant may be required to submit:

- a) A ~~Discharge~~discharge Management~~management Plan~~plan; and/or
- b) An ~~Environmental~~environmental Management~~management Plan~~plan; and/or
- c) An ~~Emergency~~emergency Management~~management Plan~~plan.

12.1.4 In cases where the Council requires additional information in relation to any application, it may ~~require~~request any such information at the cost of the occupier. That information may include but is not limited to:

- a) the application to be supported by an independent audit by a suitably experienced and external person to verify any or all information supplied by the ~~occupier~~applicant; and/or
- b) the result of investigation and/or analysis of the trade waste discharge as provided for in Schedule 9 of this Bylaw.

12.1.5 Where any trade premises has separate points of discharge from more than one area, any application for a trade waste consent shall be accompanied by a separate description of the trade waste to be discharged from each area and the Council may require a separate application for consent to discharge trade waste from each point of discharge. This requirement shall apply whether or not the areas are part of one or separate processes.

12.1.6 Every application made under ~~clause~~section 12.1 shall be accompanied by a trade waste consent application fee set in accordance with the current Fees and Charges Schedule.

12.1.7 The Council shall acknowledge any application made under this Bylaw, and specify any requirements for further information, within 10 working days of receipt of the occupier’s application and application fees. The Council



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

has no obligation to consider an application that is not accompanied by the relevant application fee.

12.1.8 The Council shall, within 20 working days of receipt of an application under this Bylaw or from the day of receipt of such additional information as it may have required, whichever is the later, and after considering the matters set out in section 12.2 of this Bylaw, do one of the following and notify the occupier of its decision:

- a) grant the application and issue a controlled trade waste consent; or
- b) grant the application as a conditional trade waste consent, subject to conditions and such plans under clause 12.3 that it intends to impose on the trade waste discharge; or
- c) refuse to grant consent and provide the ~~occupier-applicant~~ with its reasons for doing so, including notifying the ~~occupier-applicant~~ that it requires a trade waste agreement to be entered into before trade waste can be discharged; or
- d) alter the conditions of a consent for a trade waste discharge previously granted.

12.1.9 The Council or an Authorised Officer may, at its discretion, deal with the owner of trade premises instead of the occupier, and this Bylaw shall apply to such an owner as if references to occupier were to owner.

12.1.10 The occupier shall ensure that the application, and every other document conveying required information, is accurate and properly executed.

12.1.11 The Council is not obliged to accept any trade waste. No application for a trade waste consent shall be approved where the trade waste discharge would contain, or is likely to contain, characteristics ~~which-that~~ are prohibited.

12.2 Consideration criteria

12.2.1 In considering an application for a trade waste consent, and in imposing any conditions on such a consent, the Council shall consider the quality, volume and rate of discharge of the trade waste from the trade premises (either on its own or in combination with other discharges of trade waste to the system) in relation to:

- a) the health and safety of any person including the Council's staff, agents and the public;
- b) the limits or maximum values for characteristics of trade waste as set out in Schedules 4 and 5 of this Bylaw;
- c) the extent to which the trade waste may react with other trade waste or domestic wastewater to produce an undesirable or



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- hazardous effect. e.g. settlement of solids, production of odours, accelerated corrosion and deterioration of the wastewater system etc.;
- d) the flows and velocities in any sewer and the material or construction of any sewer;
- e) the capacity of any sewer or wastewater treatment system;
- f) the timing and balancing of flows into the wastewater system;
- g) the nature of any wastewater treatment process and the degree to which the trade waste is capable of being treated in a wastewater treatment system;
- h) any statutory requirements (including compliance with any discharge resource consent or relevant receiving water quality guidelines) relating to the treatment or disposal of raw or treated wastewater or wastewater sludge to receiving environments, including water, land or air environments;
- i) other existing or likely future discharges;
- j) the capacity of the premises and equipment on those premises to meet consent conditions and the extent to which the applicant has adopted or is able to adopt cleaner production techniques;
- k) the effect of the trade waste discharge on the ultimate receiving environment;
- l) the possibility of unscheduled, unexpected or accidental events and the degree of risk these could cause to the public, the wastewater system and the environment;
- m) the amenability of the trade waste to pre-treatment;
- n) existing pre-treatment works on the premises and the potential for their future use;
- o) cleaner production techniques and waste minimisation practises;
- p) requirements and limitations related to wastewater sludge disposal and reuse;
- q) control of stormwater;
- r) tanker waste being discharged at an approved location/s;
- s) any previous history of performance with respect to discharges to the wastewater or stormwater system by an individual or business; and
- t) any other matter that the Council considers relevant.

12.2.2 In considering an application for a trade waste consent, the Council may consider ways in which the volume or rate of discharge of trade waste on the premises may be reduced, or the quality of trade waste on the premises may be altered (including cleaner production practices) or ways in which trade waste may be disposed of other than to a Council wastewater system and may either:



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- a) impose conditions on a consent requiring the reduction in volume or change in character of trade waste before it is discharged to a wastewater system; or
- b) require disposal of trade waste (whether or not it is prohibited trade waste) to a place other than a Council wastewater system if disposal to that system has the potential to create an unacceptable risk to the public, the wastewater system and the environment.

12.2.3 In considering an application for a trade waste consent, the Council may also take into account any mass limits, set from time to time, that apply to any wastewater system, and in so doing may consider:

- a) conditions in the wastewater system, near the trade waste discharge point and elsewhere in the wastewater system;
- b) whether or not there is any net benefit to be gained by the increase of one characteristic of trade waste concurrently with the decrease of another characteristic;
- c) any requirement on the Council to reduce the characteristic of any discharge from the wastewater system to the environment and the Council's ability to meet those requirements;
- d) the total mass of the characteristic of trade waste allowable in the wastewater system and the proportion if any to be reserved for future allocations;
- e) whether or not there is an interaction with any other characteristic of trade waste which increases or decreases the effect of either characteristic on the wastewater system or receiving environment;
- f) operational requirements and risks; and
- g) beneficial reuse of biosolids or sludge.

12.2.4 In considering an application for a trade waste consent and in imposing conditions on that consent, the Council shall consider, if available, any relevant existing planning documents, in particular any Discharge Management Plan, Environmental Management Plan or Emergency Management Plan.

12.3 Conditions of trade waste consent

12.3.1 Any trade waste consent to discharge may be granted subject to such conditions that the Council may impose, including but not limited to:

- a) the particular sewer or sewers to which the trade waste may be discharged;
- b) the maximum daily volume of the discharge and the maximum rate of discharge and the duration of maximum discharge;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- c) the maximum limit or permissible range of any specified characteristics of the trade waste discharge including mass limits and maximum concentrations;
- d) the period or periods of the day during which the discharge, or a particular concentration, or volume of discharge may be made;
- e) the degree of acidity or alkalinity of the discharge at the time of discharge;
- f) the temperature of the trade waste at the time of discharge;
- g) the provision by the occupier, at the occupier's cost, of appropriate screens, grease traps, silt traps or other partial or preliminary pre-treatment process, equipment or storage facilities designed to regulate the quality, quantity and rate of discharge or other characteristics of trade wastes prior to the point of discharge with approval by the Council or an Authorised Officer;
- h) the frequency at which any equipment required under clause 12.2.1 g must be maintained and cleaned, including a requirement that documentation for the removal of concentrated wastes from the trade premises is available for sighting by the Council or an Authorised Officer to ensure that pre-treatment devices are managed efficiently;
- i) that the removal of concentrated waste from trade premises must be completed by a Liquid Waste Code Compliant Contractor;
- j) the provision and maintenance at the occupier's expense of inspection chambers, manholes or other apparatus or devices to provide reasonable and safe access to private sewers for sampling and inspection;
- k) the provision and maintenance of a sampling and testing programme and flow measurement requirements, and, the requirement to meter the flow of trade waste discharges in cases set out under clause 13.3.1 of this Bylaw, at the consent holder's expense;
- l) the method or methods to be used for measuring flow rates and taking samples of the discharge for use in determining the amount of any trade waste charges applicable to that discharge;
- m) the provision and maintenance, at the occupier's expense, of a flow measurement system which is capable of measuring and logging all trade wastes discharged, together with a sampling chamber containing equipment to enable the collection of composite samples;
- n) the provision and maintenance, at the consent holder's expense of such services, (whether electricity, water or compressed air or otherwise), which may be required, in order to operate meters and similar devices;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- o) the provision for the design, location, and specification of, and any material alteration to, the flow measurement system to require the approval of the Council prior to installation or alteration;
- p) At times specified, the provision by the Consent Holder to the Council of all flow and/or volume records and results of analysis (including pre-treatment by-products e.g. wastewater sludge disposal), in a Council approved format;
- q) the provision and implementation of any Discharge Management Plan, Environmental Management Plan or Emergency Management Plan;
- r) risk assessment of damage to the environment due to an accidental discharge of a chemical;
- s) the provision of a bond or insurance in favour of the Council where failure to comply with the consent could result in damage to the wastewater system or could result in the Council being in breach of any statutory obligation;
- t) waste minimisation and management;
- u) cleaner production technologies;
- v) remote control and/or remote monitoring of discharges;
- w) the frequency of inspections by the Council or an Authorised Officer of records of off-site disposal of hazardous materials, and time limits for the provision of this information, in accordance with clause 11.1.5 of the Bylaw;
- x) the occupier’s use of third parties for treatment, carriage, discharge and disposal of hazardous materials and by-products of pre-treatment of trade wastes (including wastewater sludge disposal); and
- y) any other conditions the Council considers appropriate.12.3.2 In granting any consent or alteration under clauses 12.1.8 a), 12.1.8 b), or 12.1.8 d), of this Bylaw, for any trade waste which is classified as conditional trade waste, conditions requiring flow metering of trade waste shall be imposed in the cases set out in clause 13.1.1.

12.4 Duration

12.4.1 Permitted discharges

- 12.4.1.1 Permitted Discharges shall remain in force indefinitely until either:
 - a) Cancellation under clauses 12.6.1 or 12.6.2;
 - b) The quantity and nature of the discharge changes significantly;
 - c) If in the opinion of the Council, the discharge changes or is likely to change to such an extent that



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- it becomes a conditional or prohibited trade waste;
- d) The Council changes trade waste management requirements via the implementation of changed Trade Waste Bylaw conditions or any amendment to, or replacement of, its Trade Waste Bylaw; or
- e) The conditions on the Council’s discharge resource consents for its wastewater system and the residuals from it change.

12.4.1.2 In all cases, after appropriate consultation, the person shall apply within 10 working days of notification by the Council for a controlled or conditional consent, in accordance with clause 12.1 of this Bylaw.

12.4.2 Controlled and Conditional Consents

12.4.2.1 Subject to clause 12.4.2.2, the period for which a trade waste consent is granted shall not exceed five years from the date of granting consent.

12.4.2.2 The Council may specify a period not exceeding ten years for which a trade waste consent is granted, if it is satisfied that, in addition to consideration of the matters in clauses 12.2 and 12.3:

- a) The nature of the trade activity, or the process design and/or the management of the premises are such that the occupier has demonstrated the ability to meet the conditions of the trade waste consent during its term; and/or
- b) Cleaner production techniques are successfully being utilised, or that a responsible investment in cleaner production equipment or techniques is being made; and /or
- c) Significant investment in pre-treatment facilities has been made, such that a longer period of certainty for the amortising of this investment is considered reasonable.

12.4.2.3 In all cases where either the consent holder or the owner of the premises changes, or there is a change of use, a new application for a conditional or controlled trade waste consent shall be made or an application to transfer shall be made in accordance with 14.5.2. It shall be the



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

responsibility of the consent holder to lodge the new application.

12.5 Technical review and variation

12.5.1 The Council may at any time during the term of a trade waste consent, by written notice to the occupier, vary any condition to the extent that the Council considers necessary or desirable, for any of the following purposes:

- a) To address any change in the nature, quality or characteristics of the discharge;
- b) To address any change in the wastewater system;
- c) To meet any resource consent or condition imposed on the discharge from any of the Council's treatment plants;
- d) To meet any other legal requirement imposed on the Council; or
- e) To address any new information that may have become available since granting the consent that is relevant to either the discharge or the wastewater system and demonstrates that it is necessary to apply more appropriate conditions.

12.5.2 A notice under clause 12.5.1 shall:

- a) Advise the consent holder of the conditions of the consent which are the subject of the review; and
- b) State the reasons for the review; and
- c) Specify the information which the Council took into account in making its decision to review the consent; and
- d) Invite the consent holder to respond to the matters in the notice and/or propose new consent conditions to address those matters, within 20 working days of service of the notice.

12.5.3 The holder of a trade waste consent may at any time during the term of consent seek to vary any condition or characteristic of consent by written application to the Council in accordance with clause 12.1 of this Bylaw.

12.6 Cancellation of the right to discharge

12.6.1 Suspension or cancellation on notice

12.6.1.1 The Council or an Authorised Officer may suspend or cancel any consent or right to discharge at any time following 20 working days' notice (during which period consultation has occurred) to the consent holder or person discharging any trade waste:

- a) For failure to comply with any condition of that consent;
- b) For failure to comply with any provision of this Bylaw;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- c) In the event of any negligence which, in the opinion of the Council, threatens the safety of, or threatens to cause damage to any part of the wastewater system or the treatment plant or threatens the health or safety of any person;
- d) If any occurrence happens that, in the opinion of the Council, poses a serious threat to the environment;
- e) In the event of any breach of a resource consent held by the Council issued under the Resource Management Act 1991;
- f) For the failure to provide and when appropriate update a Management Plan as required for a conditional consent;
- g) For a failure to follow the Management Plan at the time of an unexpected, unscheduled or accidental occurrence;
- h) If the occupier fails to pay any fees or charges required under this Bylaw; or
- i) If any other circumstances arise which, in the opinion of the Council, render it necessary in the public interest to suspend or cancel the right to discharge.

12.6.1.2 If any process changes require more than 20 working days, reasonable time may be given to comply with the trade waste consent conditions.

12.6.2 Summary cancellation

- 12.6.2.1 Further to clause 12.6.1 any trade waste consent or discharge may at any time be summarily cancelled by the Council on giving to the consent holder or person discharging written notice of summary cancellation if:
- a) They discharge any prohibited substance;
 - b) The Council is lawfully directed to withdraw or otherwise to terminate the consent summarily;
 - c) They discharge any trade waste unlawfully;
 - d) The continuance of discharge is, in the opinion of the Council, a threat to the environment or public health;
 - e) The continuance of discharge may, in the opinion of the Council, result in a breach of a resource consent held by the Council; or
 - f) In the opinion of the Council the continuance of the discharge puts at risk the ability of the Council to comply with the conditions of a resource consent and/or requires identified additional



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

treatment measures or costs to seek to avoid a breach of any such resource consent.

13.0 Sampling, testing and monitoring

13.1 Flow metering

13.1.1 Flow metering may be required by the Council as a condition of consent granted under this Bylaw on discharges where:

- a) there is not a reasonable relationship between a metered water supply to the premises, and the discharge of trade wastes;
- b) the method of flow estimation is not to the standard or satisfaction of the Council; or
- c) the discharge represents a significant proportion of the total flow/load received by the Council.

13.1.2 The consent holder shall be responsible at the occupier's expense, for the supply, installation and maintenance of any meter or devices as may be required by the Council to measure the volume or flow rate of any trade waste being discharged from the premises and for the testing of such meters and of such services (whether electrical, water supply compressed air or other services) which may be required in order to operate meters and similar devices.

13.1.3 These devices shall be subject to the approval of the Council but shall remain the property of the consent holder.

13.1.4 Measurement of volume and/or flow rate must be carried out by or on behalf of the occupier in accordance with the methodology set out in Schedule 9 or any other Council approved methodology.

13.1.5 Flow meters shall be safely and readily accessible for reading and maintenance, and shall be located as close as practicable to the point of discharge.

13.1.6 Records of flow and or volume shall be available for viewing, or electronic analysis (i.e. spreadsheet compatible), at any time by the Council for purposes of audit.

13.1.7 The consent holder must arrange for in situ calibration of the volume and/or flow metering equipment and instrumentation in accordance with the methodology set out in Schedule 9, or any other method approved by the Council, upon installation and at least once a year thereafter to ensure its performance. The meter accuracy should be $\pm 10\%$ but with no greater



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

deviation from the previous meter calibration of $\pm 5\%$. A copy of independent certification of each calibration result must be submitted to the Council.

13.1.8 When any flow meter, after being calibrated, is found to register a greater or lesser discharge than the quantity actually discharged, the Council may make an adjustment in accordance with the results shown by such tests backdated for a period, at the discretion of the Council, but not exceeding a period of 12 months, and the occupier shall pay a greater or lesser amount of trade waste charges according to such adjustment.

13.2 Estimating discharge

13.2.1 Where flow metering of any trade waste discharge is required as a condition of consent granted under this Bylaw and any flow meter is out of repair or ceases to register or is removed, the Council shall estimate the discharge for the period since the previous reading of such flow meter based on:

- a) the average of the previous 12 months' readings; or
- b) an estimation from any previous equivalent period for which reliable flow metering is available; or
- c) any other reasonable factors where it can be shown by the occupier that estimation based on the method in a) above would be unreasonable.

13.2.2 Where a flow meter has been tampered with, the Council (without prejudice to other remedies available) may declare the reading void and estimate the discharge as provided in clause 13.2.1.

13.2.3 Where no flow meter or similar device is required as a condition of consent granted under this Bylaw, the Council may estimate the discharge of trade waste on the following basis:

- a) the volume of water supplied to the trade premises, taking into account the proportion of that volume which is estimated to be discharged to the wastewater system; or
- b) the characteristic of the discharge measured at a previous time during similar operating conditions; or
- c) the characteristic measured during the immediately preceding charging period.

13.3 Sampling and analysis

13.3.1 As determined by the Council, sampling, testing and monitoring may be undertaken to determine if:

- a) A discharge complies with the provisions of this Bylaw;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- b) A discharge is to be classified as Permitted, Controlled, Conditional, or Prohibited (refer to section 10.0); or
- c) Trade waste charges are applicable to that discharge.

13.3.2 The taking, preservation, transportation and analysis of the sample shall be undertaken by an Authorised Officer or agent of the Council, or the person discharging in accordance with accepted industry standard methods, or by a method specifically approved by the Council. The person discharging shall be responsible for all reasonable costs.

13.3.3 All Authorised Officers or agents of the Council may enter any premises believed to be discharging trade waste at any time in order to determine any characteristics of any actual or potential discharge by:

- a) Taking readings and measurements;
- b) Carrying out an inspection; and/or
- c) Taking samples for testing, of any solid, liquid, or gaseous material or any combination or mixture of such materials being discharged.

13.3.4 The Council will notify (which may include leaving a message) the person discharging into the wastewater system that a reading or sample has been taken at the time the reading or sample is taken.

13.4 Monitoring

13.4.1 Where monitoring of any trade waste discharge is required as a condition of consent granted under this Bylaw, to ensure compliance with the conditions of consent, the Council:

- a) shall require the occupier to monitor the discharge of the trade waste; and
- b) may independently monitor the discharge of trade waste.

13.4.2 For the purposes of monitoring any trade waste discharge, sampling and analysis must be undertaken in accordance with:

- a) the methods set out in Schedule 9 or other method approved by the Council; and
- b) by a laboratory approved by the Council.

13.4.3 The consent holder may request that any independent sample taken by the Council under clause 13.4.1 a) shall be divided into three equal parts and that one part be delivered within 24 hours of completion of sampling to each of:

- a) the consent holder; and
- b) an Authorised Officer of the Council or approved laboratory for analysis;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- c) an approved alternative laboratory for retention for a period of 20 working days from the date of receipt, in a manner which preserves as far as reasonably possible the characteristics of the sample.

13.4.4 Where a dispute arises as to the validity of the methods or procedures used for sampling or analysis, the dispute shall be submitted to an independent expert nominated by the Council. The expert's ruling shall be final. Each party shall bear their own costs and contribute equally to the costs of an independent expert.

13.4.5 Where a dispute arises that is not related to the validity of the methods or procedures used for sampling or analysis, the dispute must be submitted to an arbitrator for resolution. The arbitration shall be by one arbitrator to be agreed upon by the parties and if they should fail to agree within 21 days from the date upon which the dispute arises, then to be appointed by the President of the Arbitrators' and Mediators' Institute of New Zealand Inc. Each party must bear their own costs and contribute equally to the costs of an arbitrator.

13.4.6 The Council will hold an annual review meeting with iwi of the District to review actions and consents issues under this bylaw, including but not limited to:

- Classification of trade waste and consents issued;
- Controls that have been placed on trade waste discharges including conditions;
- Any cancellations of trade waste discharges;
- Monitoring actions including sampling and analysis results;
- Any enforcement actions.

13.5 Tanker wastes

13.5.1 Tanker wastes shall not be discharged into the Council's wastewater system by any person or consent holder, if such discharge would not comply with the Liquid and Hazardous Wastes Code of Practice.

13.5.2 The Council may accept tanker wastes for discharge at an approved site.

Any person discharging tanker wastes must:

- a) Hold a trade waste consent to discharge domestic septic tank or industrial wastes;
- b) If requested by the Council, supply Safety Data Sheets (SDS) to the Council detailing the contents of the waste;
- c) If requested by the Council, present a complete manifest detailing the waste contents and characteristics of the particular waste intended for discharge to the Council's wastewater system;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- d) If requested by the Council, obtain tests to determine their character if the contents of the waste are not known, specialist advice on pre-treatment or acceptance may be required. The cost of all testing and advice shall be borne by the consent holder;
- e) Not collect or transport the waste to the disposal site until appropriate arrangements and method for disposal have been determined by the Council;
- f) Have given 24 hours' notice for the disposal of wastes other than those sourced from domestic septic tanks, unless otherwise agreed or consented to;
- g) Log all wastes disposal into the "Waste Track" software system, or any other similar system, at such time as the system is operative; and
- h) Pay for the discharge in accordance with consent conditions and applicable trade waste charges.

13.5.3 Any person illegally disposing of, or causing to be disposed, tanker waste either by incorrect disclosure of contents (characteristics and/or amount) or dumping into the Council's wastewater system other than the prescribed location will be in breach of the Bylaw.

14.0 Bylaw Administration

14.1 Review of decisions

14.1.1 If any person is dissatisfied with any decision by an Authorised Officer made under this Bylaw, that person may, by notice delivered to the Chief Executive Officer of the Council not later than 20 working days after the decision by the Authorised Officer is served upon that person, request the Chief Executive Officer to review any such decision and such a decision shall be final.

14.1.2 The Council will undertake a review and provide a determination as soon as reasonably practicable. The Council will provide in writing, the outcome of the review and shall include reasons for its determination.

14.1.3 Nothing in this clause shall affect any right of appeal under the Act.

14.2 Accidents and non-compliance

14.2.1 The person discharging shall inform the Council as soon as practicable after the discovery of any accident including spills or process mishaps which may cause a breach of this Bylaw.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

14.2.2 In the event of any accident occurring when the person holds a conditional consent, the Council may review the consent under clause 12.5 or may require the consent holder, within 20 working days of the date such requirement is notified to the consent holder in writing, to review the Emergency Management Plan and re-submit it for approval by the Council.

14.2.3 In the event of an accident occurring on the premises of a permitted discharge, the Council may require the person discharging to apply for a controlled or conditional consent or agreement.

14.3 Charges and payments

14.3.1 Charges

14.3.1.1 In accordance with section 150 and section 151 of the Act, the Council may from time to time, by resolution using the procedures required by the Act, fix administrative charges payable by occupiers of trade premises. Applicable fees and charges will be contained within the current Fees and Charges Schedule.

14.3.1.2 The consent holder shall be liable to pay all fees and charges determined by the Council under clause 14.3.1.3, and in accordance with the categories set out in Schedule 7, for the discharge of trade wastes and any related material.

14.3.1.3 Charges may relate to the following matters:

- a) Uniform Annual Charges – an annual management fee to cover the Council’s costs associated with (but not limited to):
 - i) administration;
 - ii) compliance monitoring; and/or
 - iii) inspection of premises;
- b) volume of flow;
- c) load-based charges for certain pollutants;
- d) providing the facilities to receive, treat, reuse and dispose of trade waste; and
- e) any other activities required to achieve the purpose of this Bylaw.

14.3.1.4 If the trade waste discharge requires consent for a conditional discharge, a method of calculating charges, wastewater flow, and pollutant loads will be determined



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

by the Council in granting such consent in accordance with Schedule 7 of this Bylaw.

14.3.1.5 The occupier shall be deemed to be continuing the discharge of trade waste and shall be liable for all charges, until such time as the consent is cancelled or terminated in accordance with clauses 12.6.1 or 12.6.2 of this Bylaw.

14.3.2 Invoicing

14.3.2.1 All charges determined in accordance with clause 14.3.1 shall be invoiced in accordance with the Council's standard commercial practice. The invoice shall provide each person discharging with a copy of the information and calculations used to determine the extent of any charges and fees due, in regard to a discharge.

14.3.3 Failure to pay

14.3.3.1 All fees and charges payable under this Bylaw shall be recoverable as a debt. If the person discharging fails to pay any fees and charges under this Bylaw the Council may cancel the right to discharge in accordance with clause 12.6.1 h).

14.3.4 Recovery of costs

14.3.4.1 The Council may recover costs under the Act relating to section 150 and section 151, wilful damage or negligent behaviour (section 175) and remedying damage arising from a breach of this Bylaw (section 176).

14.4 -Penalties for Non-compliance

14.4.1 The property owner or the business owner OR both shall be subjected to penalty charges for non-compliance as per the Council's Fees and Charges Schedule.

14.45 Authorised Officers

14.45.1 An Authorised Officer shall possess and display, on demand, formal proof of identification as an Authorised Officer of the Council.

14.45.2 An Authorised Officer may, at any reasonable time enter any premises believed to be discharging trade waste in order to determine the characteristics of any trade waste discharge by:



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- a) taking readings and measurements;
- b) taking samples of any solid, liquid or gaseous material or any combination of such materials being discharged; and/or
- c) observing accidental occurrences and clean-up.

14.45.3 Authorisation for entry to premises is given under the Act and entry shall be in compliance with the health and safety policies of that particular site.

14.56 Transfer or termination of rights and responsibilities

14.56.1 A trade waste consent granted under this Bylaw, shall be issued in the name of the occupier and the occupier named in any consent shall not, without the written approval of the Council:

- a) allow trade waste, wastewater or water from any other premises to be discharged through the premises of the occupier to any sewer or wastewater system;
- b) in particular and not in limitation of the above, allow wastewater from any other party to be discharged at their point of discharge;
- c) transfer to any other party the rights and responsibilities provided for under this Bylaw or any consent, except in accordance with clause 14.5.2.

14.56.2 A consent holder may transfer a trade waste consent or an existing Trade Waste Agreement under this Bylaw upon application to the Council. A transfer may be granted upon the change of ownership of any business or premises if the characteristics of the trade waste authorised for discharge under that trade waste consent are to remain unchanged. The Council retains the right to refuse such a transfer and to seek information, at the consent holder's expense, in assessing the possibility of a transfer of consent.

14.56.3 Approval of a transfer or renewal of a trade waste consent on change of ownership of premises shall not be unreasonably withheld by the Council, if the characteristics of the wastewater remain unchanged.

14.56.4 The person discharging shall give 48 hours' notice in writing to the Council of their requirement for disconnection of the discharge connection and/or termination of the discharge consent, except where demolition or relaying of the discharge drain is required, in which case the notice shall be within seven working days. The person discharging shall notify the Council of the new address details for final invoicing.

14.56.5 On permanent disconnection and/or termination the person discharging may at the Council's discretion be liable for trade waste charges to the end of the current charging period.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

14.56.6 When a person discharging ceases to occupy premises from which trade wastes are discharged into the wastewater system any consent granted shall terminate but without relieving the person discharging from any obligations at the date of termination.

15.0 Trade Waste Agreements

- 15.1 The Council may, at any time and at its complete discretion, enter into a written agreement for the discharge and reception of trade wastes (including for the discharge of controlled and conditional trade wastes) with any occupier upon such terms and conditions as agreed between the Council and occupier. Any such agreement may be made in addition to or in place of a trade waste consent.
- 15.2 Subject to clauses 15.3 and 15.4 of this Bylaw, every duly executed agreement for the discharge and reception of trade waste between an occupier and the Council existing at the date this Bylaw comes into force shall continue on the same terms and conditions as if it were a Trade Waste Agreement, entered into under clause 15.1 of this Bylaw.
- 15.3 Where an existing trade waste agreement is silent as to its term, that agreement may be terminable on six months' written notice by the Council and the occupier shall thereafter be required to apply for a trade waste consent in accordance with this Bylaw, and/or enter into a new Trade Waste Agreement under clause 15.1 of this Bylaw.
- 15.4 Where, in the opinion of the Council, an existing trade waste agreement does not incorporate adequate sampling or monitoring or charging provisions, the Council may impose additional requirements in accordance with section 13.0 of this Bylaw by written notice to the occupier. The occupier shall comply with any such requirements within a reasonable timeframe to be set by the Council at its discretion.

16.0 Offences

- 16.1 Every person commits a breach of this Bylaw who:
- Does, or causes anything that is contrary to this Bylaw;
 - Omits or neglects to do anything which ought to be done by them at the time and in the manner provided in this Bylaw;
 - Does not refrain from doing anything which under this Bylaw they are required to abstain from doing;
 - Knowingly permits any condition or thing to exist contrary to any provision contained in this Bylaw;



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- e) Refuses or neglects to comply with any notice or direction given to them under this Bylaw;
- f) Obstructs or hinders any Authorised Officer in the exercise of any power conferred upon them by this Bylaw; or
- g) Fails to divulge their full name, address and date of birth or other relevant information when required to do so by an Authorised Officer.

16.2 Every person who is convicted of an offence against this Bylaw is liable on summary conviction to a fine not exceeding \$200,000.

This Bylaw was made by the South Taranaki District Council on 12 June 2017.

THE COMMON SEAL of the SOUTH
TARANAKI DISTRICT COUNCIL was
hereunto affixed by resolution of the
said Council in the presence of:

..... Mayor

..... Chief Executive



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 1: PERMITTED TRADE WASTE

Explanatory note:

- 1) Permitted trade waste must also meet the controlled substances standards and may not have any of the prohibited characteristics in Schedule 4.
- 2) A discharge from any trade premises, including the types of premises listed below, consisting of a 24 hour flow volume greater than 5 cubic metres, is a discharge of controlled trade waste.

1.1 Trade waste discharged from any of the following premises is presumed to be permitted trade waste:

Industry/ Activity	Source of Discharge	Typical Pre-Treatment Requirements
General	<ul style="list-style-type: none"> • Offices • General retail (excluding food premises, cafes or coffee lounges) • Chemists / pharmacists • Schools, day care facilities, polytechnics, universities (excluding those with laboratories or catering facilities) • Motels (without restaurant) • Churches and community halls (without catering facilities) 	Nil
Swimming pools	<ul style="list-style-type: none"> • Swimming pool / spa pools with maximum instantaneous flow not exceeding 2.0L/s 	pH control, flow balancing



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 2: CONTROLLED TRADE WASTE

Explanatory note:

- 1) Controlled trade waste must also meet the controlled substances standards, unless otherwise approved by the Council in a trade waste consent or a trade waste agreement.
- 2) Controlled trade waste must not have any of the prohibited characteristics in Schedule 4.
- 3) A discharge of trade waste from any trade premises, including those listed below, consisting of a 24 hour flow volume of greater than 20 cubic metres is a discharge of conditional trade waste.

2.1 Trade waste discharged from any of the following premises is presumed to be controlled trade waste:

Industry/ Activity	Source of Discharge	Typical Pre-Treatment Requirements
Apparel	<ul style="list-style-type: none"> • Dry Cleaners • Laundromats 	pH control, temperature control, flow balancing, screening
Automotive / engineering	<ul style="list-style-type: none"> • Mechanical workshops • Service stations • Car wash • Painting and panel beaters 	Corrugated plate interceptor, gravity separator, hydrocyclone, or other similar systems No open areas allowing rainwater discharge to sewer
Clothing manufacturing	<ul style="list-style-type: none"> • Clothing manufacture 	pH control, temperature control, flow balancing, screening
Food retail / preparation	<ul style="list-style-type: none"> • Cafes, coffee lounges, bakeries, take away premises, restaurants • Butchers, fishmongers, delis • Supermarkets, fruit and vegetable stores • Schools, polytechnics, universities (with catering facilities)¹ • Hotels (with restaurant) • Churches or marae (with catering facilities) 	Grease trap, temperature control, flow balancing, screening
Residential care	<ul style="list-style-type: none"> • Residential care facilities (retirement homes, hospices) 	Grease trap, flow balancing, screening
Medical and X-ray facilities	<ul style="list-style-type: none"> • Dentists • Doctor's surgeries • Veterinary clinics • Chiropractors 	Amalgam separators, silver recovery unit, offsite removal of developer solution
Other	<ul style="list-style-type: none"> • Large/public swimming or spa pools with maximum instantaneous flow equal to or greater than 2.0L/s 	pH control, flow balancing
	<ul style="list-style-type: none"> • Funeral parlour, mortuaries 	pH control, temperature control, flow balancing, screening



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

	• Barber, hairdresser	Screening
	• Florist	Screening, no herbicides to sewer
	• Photo processors (modular units only)	pH control, silver recovery, oxidation

³Note: where schools, polytechnics and universities also have science laboratories, additional pre-treatment devices (screening and off-site disposal of hazardous materials) may be required.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 3: CONDITIONAL TRADE WASTE

Explanatory note:

- 1) Conditional trade waste must also meet the controlled substances standards, unless otherwise approved by the Council in a trade waste consent or a trade waste agreement.
- 2) Conditional trade waste must not have any of the prohibited characteristics in Schedule 4.

3.1 Trade waste discharged from any of the following premises is presumed to be conditional trade waste:

Industry/ Activity	Source of Discharge	Typical Pre-Treatment Requirements
Automotive / machinery washing	<ul style="list-style-type: none"> • Truck washes • Equipment and container washing facilities 	Grease separation, screening, no open areas allowing rainwater discharge to sewer
Building, ceramic or paper products manufacturing	<ul style="list-style-type: none"> • Manufacturing of paper and paper products • Manufacturing of clay, glass, plaster, masonry, asbestos or other mineral products • Concrete batching plants 	pH control, temperature control, flow balancing, grease separation, oxidation
Chemical manufacturing	<ul style="list-style-type: none"> • Manufacturing of fertiliser or soil amendment products • Manufacturing of chemicals (including industrial), and of chemical, petroleum, coal, rubber and plastic products 	Acid hydrolysis, pH control, grease separation, screening, sedimentation, flocculation, oxidation, anti-foam dosing, offsite sediment removal
Food production and processing	<ul style="list-style-type: none"> • Food manufacturing and warehousing • Commercial bakeries • Recycling of food or food products 	Grease separation, pH control, temperature control, flow balancing, screening
	<ul style="list-style-type: none"> • Beverage manufacturing 	pH control, temperature control, flow balancing
	<ul style="list-style-type: none"> • Meat processing, abattoirs and rendering • Dairy products processing and rennet manufacturing • Fish and shellfish processing 	Temperature control, grease separation, screening, oxidation, solids removal
Laboratories and healthcare	<ul style="list-style-type: none"> • Hospitals • Scientific laboratories 	Screening, off-site disposal of screening waste and hazardous materials
Metal production and processing	<ul style="list-style-type: none"> • Electroplaters • Galvanisers • Foundries • Metal surfacing • Manufacturing of fabricated metal products, machinery and equipment • Spray painting facilities 	Sedimentation, flocculation, clarification, pH control, temperature control, cyanide destruction, screening, off-site sediment removal
Printing	<ul style="list-style-type: none"> • Photo printing and publishing • Printers 	pH control, silver recovery, oxidation, flow balancing
Textile production	<ul style="list-style-type: none"> • Textile fibre and textile processing • Tanneries and leather finishing 	pH control, temperature control, flow balancing, screening



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

	<ul style="list-style-type: none"> • Footwear manufacturing 	grease separation, oxidation, sedimentation, flocculation, clarification, off-site sediment removal
Waste management	<ul style="list-style-type: none"> • Sanitary and cleaning services • Solid waste treatment (landfill leachate discharge) • Water and wastewater treatment 	pH control, temperature control, flow balancing, screening, grease separation
Other	<ul style="list-style-type: none"> • Premises with commercial wastemasters 	Grease separation, screening, off-site disposal of solid wastes
	<ul style="list-style-type: none"> • Stock sale yards 	Screening, flow balancing
	<ul style="list-style-type: none"> • Timber treatment yards 	Screening, flow balancing, sedimentation, flocculation, clarification, pH control, off-site sediment removal
	<ul style="list-style-type: none"> • Manufacturing, storage, transport or use of hazardous materials 	Screening, flow balancing, sedimentation, flocculation, clarification, pH control, off-site sediment removal



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 4: PROHIBITED TRADE WASTE

Prohibited trade waste is trade waste within the classification of trade waste in clause 10.4 of this Bylaw and having any of the prohibited characteristics set out below. Prohibited characteristics are present if their concentration exceeds background levels.

The background level in relation to any substance means the extent to which that substance is present (if at all) in the municipal water supply used on the trade premises, or in any other water supply that is approved by the wastewater authority or the Council for the purpose of discharging waste.

4.1 Prohibited characteristics

4.1.1 Any discharge has prohibited characteristics if it has any solid, liquid or gaseous matter or any combination or mixture of such matter which by themselves or in combination with any other matter:

- a) interfere with the free flow of wastewater in the wastewater system; or damage any part of the wastewater system; or
- b) in any way, directly or indirectly, cause the quality of the effluent or residual or biosolids and other solids from any wastewater treatment plant in the catchment to which the waste was discharged to breach the conditions of a consent issued under the Resource Management Act 1991, or water right, permit or other governing legislation; or
- c) prejudice the occupational health and safety of wastewater workers; or
- d) after treatment be toxic to fish, animal or plant life in the receiving waters; or
- e) cause malodorous gases or substances that causes the discharge of any wastewater treatment plant to receiving waters to be coloured; or
- f) cause or give rise to the release of toxic odours to air at concentrations that are harmful to humans and/or which do not comply with the Regional Air Quality Plan, unless otherwise authorised by a resource consent.

4.1.2 A discharge has a prohibited characteristic if it has any amount of:

- a) harmful solids, including dry solid wastes and materials which combine with water to form a cemented mass; or
- b) dry solids, solids longer than 30 mm, heavy solids which settle at a rate faster than 50 mm/minute, fibrous material, sheet films, and anything which may react to form a solid mass;
- c) liquid, solid or gas which could be flammable or explosive in the wastes, including oil, fuel, solvents (except as allowed for in Schedule 1), calcium carbide and any other material which is capable of giving rise to fire or explosion hazards either spontaneously or in combination with sewage; or
- d) asbestos; or
- e) the following organo-metal compounds:



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

- i) tin (as tributyl and other organotin compounds); or
 - ii) chromium (as organic compounds); or
 - iii) mercury (as organic compounds); or
 - iv) cadmium (as organic compounds).
- f) genetic wastes, being all wastes that contain or are likely to contain genetically altered material from premises where the genetic alteration of any material is conducted; or
- g) any health care wastes covered by NZS 4304 or any pathological or histological wastes; or
- h) radioactivity levels not compliant with the Office of Radiation Safety Code of Practice CSP1 for the Use of Unsealed Radioactive Material; or
- i) any organochlorine pesticides; or
- j) any pharmaceutical liquid waste containing cytotoxic ingredients.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 5: CONTROLLED SUBSTANCE LIST

This Schedule sets the standards for compliance for any trade waste discharged to a wastewater system.

5.1 Physical characteristics

5.1.1 Temperature

5.1.1.1 The temperature shall not exceed 50°C. A lower maximum temperature may be required for large volume discharges.

5.1.2 Solids

5.1.2.1 Non-faecal gross solids shall have a maximum dimension which shall not exceed 15 mm and gross solids shall have an acquiescent settling velocity not exceeding 50 mm/minute.

5.1.2.2 The suspended solids content of any trade waste shall not exceed a maximum concentration of 2000 g/m³.

5.1.2.3 The settleable solids content of any trade waste shall not exceed 50 mL/L.

5.1.2.4 The total dissolved solids concentration in any trade waste shall be subject to the approval of the Council having regard to the volume of the waste to be discharged, and the suitability of the drainage system and the treatment plant to accept such waste. Subject to specific approval, any discharge with a total dissolved solids concentration of 10,000 g/m³ will not be accepted.

5.1.2.5 Fibrous, woven, or sheet film or any other materials which may adversely interfere with the free flow of wastewater in the drainage system or treatment plant shall not be present.

5.1.3 Oil and grease

5.1.3.1 There shall be no free or floating layer.

5.1.3.2 A trade waste with mineral oil, fat or grease unavoidably emulsified, which in the opinion of the Council is not biodegradable shall not exceed 200 g/m³ as petroleum ether extractable matter when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by wastewater, throughout the range of pH 6.0 to pH 10.0.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

5.1.3.3 A trade waste with oil, fat or grease unavoidably emulsified, which in the opinion of the Council is biodegradable shall not exceed 500 g/m³ when the emulsion is stable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by raw wastewater throughout the range of pH 6.0 to pH 10.0.

5.1.3.4 Emulsified oil, fat or grease shall not exceed 100 g/m³ as petroleum ether extractable matter when the emulsion is unstable at a temperature of 15°C and when the emulsion is in contact with and diluted by a factor of 10 by wastewater throughout the range of pH 6.0 to pH 10.0.

5.1.4 Solvents and other organic liquids

5.1.4.1 There shall be no free layer (whether floating or settled) of solvents or organic liquids.

5.1.5 Emulsions of paint, latex, adhesive, rubber, plastic

5.1.5.1 Where such emulsions are not treatable these may be discharged into the Council wastewater system subject to the total suspended solids not exceeding 1000 g/m³ or the concentration agreed with the Council.

5.1.5.2 The Council may determine that the need exists for pre-treatment of such emulsions if they consider that trade waste containing emulsions unreasonably interferes with the operation of the Council treatment plant e.g. reduces % ultraviolet transmissivity.

5.1.5.3 Such emulsions of both treatable and non-treatable types, shall be discharged to the Council wastewater system only at a concentration and pH range that prevents coagulation and blockage at the mixing zone in the Council wastewater system.

5.1.6 Radioactivity

5.1.6.1 Radioactivity levels shall not exceed the Office of Radiation Safety Code of Practice CSP1 for the Use of Unsealed Radioactive Material.

5.1.7 Colour

5.1.7.1 No waste shall have colour or colouring substance that causes the discharge to be coloured, to the extent that it impairs wastewater treatment processes or compromises the treated wastewater in respect of its ultimate discharge into any receiving environment or the respective discharge resource consent under the Resource Management Act 1991.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

5.2 Chemical characteristics

5.2.1 pH value

5.2.1.1 The pH shall be between 6.0 and 10.0 at all times.

5.2.2 Organic strength

5.2.2.1 The biochemical oxygen demand of any waste may be restricted where the capacity for receiving and treating biochemical oxygen demand is limited. A biochemical oxygen demand restriction may be related to mass limits.

5.2.2.2 The biochemical oxygen demand shall not exceed 1000 g/m³. For significant industry this may be reduced to 600 g/m³.

5.2.2.3 The chemical oxygen demand shall not exceed 2000 g/m³.

5.2.3 Maximum concentrations

5.2.3.1 The maximum concentrations permissible for the chemical characteristics of an acceptable discharge are set out in tables 5.1, 5.2 and 5.3.

Table 5.1 - General chemical characteristics

Characteristic	Maximum concentration (g/m ³)
MBAS (Methylene blue active substances)	500
Ammonia (measured as N)	
- free ammonia	50
- ammonium salts	200
Kjeldahl nitrogen	150
Total phosphorus (as P)	50
Sulphate (measured as SO ₄)	500
	1500 (with good mixing)
Sulphite (measured as SO ₂)	15
Sulphide - as H ₂ S on acidification	5
Chlorine (measured as Cl ₂)	
- free chlorine	3
- hypochlorite	30
Dissolved aluminium	100
Dissolved iron	100
Boron (as B)	25
Bromine (as Br ₂)	5
Fluoride (as F)	30



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Cyanide - weak acid dissociable (as CN)	5
---	---

Table 5.2 - Heavy metals

Metal	Maximum concentration (g/m3)	Metal	Maximum concentration (g/m3)
Antimony	10	Manganese	20
Arsenic	5	Mercury	0.05
Barium	15	Molybdenum	10
Beryllium	0.005	Nickel	10
Cadmium	0.05	Selenium	10
Chromium	5	Silver	2
Cobalt	10	Thallium	10
Copper	10	Tin	20
Lead	10	Zinc	10

Table 5.3 - Organic compounds and pesticides

Compound	Maximum concentration (g/m3)
Formaldehyde (as HCHO)	50
Phenolic compounds (as phenols) excluding <u>chlorinated</u> phenols	50
Chlorinated phenols	0.02
Petroleum hydrocarbons	30
Halogenated aliphatic compounds	1
Monocyclic aromatic hydrocarbons	5
Polycyclic (or polynuclear) aromatic hydrocarbons (PAHs)	0.05
Halogenated aromatic hydrocarbons (HAHs)	0.002
Polychlorinated biphenyls (PCBs)	0.002
Polybrominated biphenyls (PBBs)	0.002 each
Pesticides (general) including insecticides, herbicides, fungicides and excludes organophosphate, organochlorine and any pesticides not registered for <u>use</u> in New Zealand	0.2 in total
Organophosphate pesticides	0.1

5.2.4 Pharmaceutical Waste

5.2.4.1 Pharmacies must not discharge more liquid pharmaceutical waste per month than the volumes listed below. The volume limit is based on the concentration of active ingredients in the product.

Table 5.4 – Liquid Waste from Pharmacies



Para Pākihi Ture-ā-Rohe

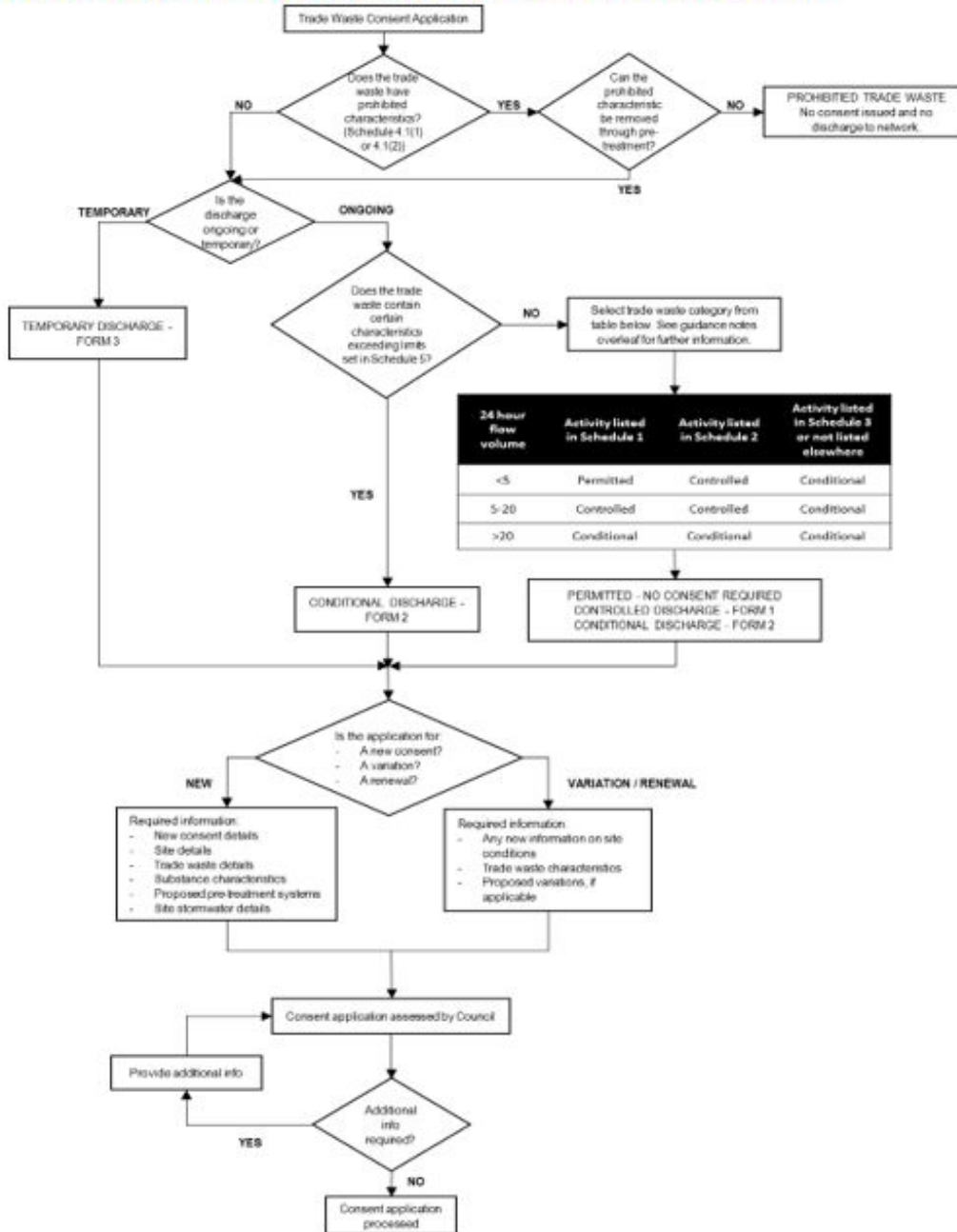
Trade Waste Bylaw

Volume Limit	Active Concentration
10 litres	125mg/5ml
5 litres	250mg/5ml
3 litres	Above 250mg/5ml



Para Pākihi Ture-ā-Rohe Trade Waste Bylaw

SCHEDULE 6: CONSENT APPLICATION PROCEDURE



Guidance notes:



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

PERMITTED DISCHARGE	CONTROLLED DISCHARGE FORM 1	CONDITIONAL TRADE WASTE FORM 2	TEMPORARY DISCHARGE FORM 3	PROHIBITED TRADE WASTE
-No consent required	<ul style="list-style-type: none"> - Standard conditions apply - Uniform Annual Charge applies - Self-monitoring may be required - Water metering to determine flow - Pre-treatment device may be required 	<ul style="list-style-type: none"> - Special conditions apply - Uniform Annual Charge applies - Pollutant flow/load based charges may apply - Self-monitoring may be required, audited by Council - Wastewater flow measurement devices may be required - Pre-treatment device may be required 	<ul style="list-style-type: none"> - Conditional consent - One-off discharge - Volumetric measurement - Possible pollutant load measurement 	- No consent issued and no discharge to network



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 7: TRADE WASTE CHARGE CATEGORIES

7.1 Charging System

- 7.1.1 The charging method involves assessing the full life costs of the wastewater infrastructure, treatment plant, the disposal system and costs associated with the administration, management and monitoring of trade waste and this Bylaw. Charges are then allocated from either a uniform annual charge and, for a conditional trade waste consent, a possible unit cost for flow and the various pollutants targeted for removal. The total treatment costs are built up by allocating costs to the reticulation network, individual treatment process units, the disposal system, administration and management.
- 7.1.2 Flow and load based charges will apply to trade waste customers who have a significant pollutant load discharging into the Council wastewater system. Council staff will monitor these customers typically on a frequent basis, and results will be used to determine trade waste charges on a flow and pollutant load basis. Self-monitoring may be acceptable for some trade waste discharges.
- 7.1.3 The unit charge rates and uniform annual charge will be reviewed by the Council and set by Council resolution from time to time in accordance with the Local Government Act 2002.

Details of the charging system structure are provided below:

7.2 Charging Categories

- 7.2.1 There are three charging categories, which are based on the type of trade waste discharged to the Council wastewater system:

Charging Category	Description
Permitted Trade Waste	No trade waste charge for a discharge of permitted trade waste.
Controlled Trade Waste	A uniform annual charge to recover the reasonable costs incurred by the Council, in respect of the granting of consents and associated administration including services given and inspections.
Conditional Trade Waste	A uniform annual charge to recover the reasonable costs incurred by the Council in respect of the granting of consents, services given and inspections and if appropriate a flow and/or load based charge relevant to the particular customer and the additional costs incurred by the Council in accepting and treating such waste into the Council's wastewater system.

7.3 Tanker Waste charges



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

7.3.1 Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category.

7.3.2 Payment based on the defined form(s) and may be related to the waste characteristics of the substance(s) in \$/kg and/or \$/m³

7.4 Assessment of charges

7.4.1 In determining the basis of charges the following process is proposed:

- For the first year the Council will estimate the costs likely to be associated with administering this Bylaw and allocate these over the above categories;
- Over the first year actual costs are recorded with an annual review of charges undertaken and the charges per category amended as appropriate.

7.5 Trade Waste Charging Parameters

7.5.1 In the following table the Council states what parameters it may charge under the tenure of this Bylaw.

7.5.2 A wide range of parameters has been provided in the following table to leave options open and promote awareness for future changes in the Council wastewater system requirements.

A. Administrative Charge Parameters

Category	Description
A1 Connection fee	Payable on application for connection to discharge.
A2 Compliance monitoring	The cost of sampling and analysis of trade waste discharges.
A3 Disconnection fee	Payable following a request for disconnection from Council wastewater system.
A4 Trade Waste application fee	Payable on an application for a trade waste consent.
A5 Re-inspection fee	Payable for each re-inspection visit by the Council where a notice served under this Bylaw has not been complied with by the trade waste discharger
A6 Special rates for loan charges	Additional rates for servicing loans raised for the purposes of constructing or improving the Council wastewater system.
A7 Temporary Discharge fee	Payable prior to receipt of a temporary discharge.
A8 Uniform Annual Charge	An annual management fee for a trade waste discharge to cover the Council's costs associated with: <ul style="list-style-type: none"> a. <u>administration;</u> b. <u>general compliance monitoring;</u> c. <u>general inspection of trade waste premises;</u>



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

	d. use of the Council wastewater system.
A9 Rebates for trade premises	Reduction in fees is provided for in section 150(2). Section 150(4) of the Local Government Act 2002 states that the fees prescribed by the Council shall not provide for the Council to recover more than the reasonable cost incurred by the Council for the matter for which the fee is charged.
A10 New or additional trade premises	Pay the annual fees and a pro rata proportion of the various trade waste charges relative to flows and loads.

B. Flow and/or load based charge parameters

Category	Description
B1 Volume	Payment based on the volume discharged in \$/m ³ . The magnitude of the unit charge is based on the annual costs associated with maintaining the wastewater network and flow costs associated with the Council wastewater system.
B2 Flow Rate	Payment based on the flow rate discharged in \$/s. The magnitude of the unit charge is based on the annual costs associated with maintaining the wastewater network and flow costs associated with the Council wastewater system.
B3 Suspended Solids	Payment based on the mass of suspended solids in \$/kg. This charge is related to primary treatment, a portion of sludge treatment and disposal, and a portion of the odour control costs for the site.
B4 Organic loading	Biochemical oxygen demand or chemical oxygen demand in \$/kg. The charge unit can be calculated from the cost of organic load removal in the secondary treatment process, and other associated costs based on the treatment plant cost allocation system.
B5 Nitrogen	Payment based on the defined form(s) of nitrogen in \$/kg. Related to the cost of nitrogen removal in the secondary treatment system and other associated costs, as defined from treatment plant cost allocation system.
B6 Phosphorous	Payment based on the defined form(s) of phosphorous in \$/kg.
B7 Metals	Payment based on the defined form(s) of the metal(s) in \$/kg
B8 Transmissivity	A charge based on the inhibiting nature of the trade waste to ultraviolet light used by the Council's disinfection process.
B9 Screenable solids	Payment based on the mass of screenable solids in \$/kg.
B10 Toxicity charge	Payment based on the defined form(s) of the toxic substance(s) in \$/kg and/or \$/m ³ .
B11 Incentive rebate	A rebate for discharging materials beneficial to the Council's wastewater system in \$/kg and/or \$/m ³ .
B12 Depreciation	Capital costs related to the Council wastewater system are operationalised as a depreciation cost normally spread across the volume and mass charges



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

B13 Capital Contributions	Apportioned upfront or term commitment capital cost of specific infrastructure required to accommodate a conditional consent discharge. <u>Typically</u> this would be included under a trade waste agreement with a reduction in load-based charges.
---------------------------	---

C. Tanker Waste Charges

Category	Description
C1 Tanker Wastes	Set as a fee(s) per tanker load, or as a fee(s) per cubic metre, dependent on trade waste category.
C2 Toxicity	Payment based on the defined form(s) of the <u>toxic</u> substance(s) in \$/kg and/or \$/m ³ .

7.6 Charging formula

7.6.1 The Council may charge volume or load-based charges as specified in Table B. An example of the proposed formula for calculation of the load-based trade waste charge is as set out below. Flow measurement and sample results will be used for the purposes of calculating the trade waste charge using this formula.

$$(F \times F_c) + (SS \times SS_c) + (COD \times COD_c) + \text{Other parameters as appropriate}$$

Where:

F = The flow for the period.

F_c = The unit flow charge (\$_____) per m³.

SS = The mass of suspended solids discharged for the period.

SS_c = The SS charge (\$_____) per kg.

COD = The mass of chemical oxygen demand discharged for the period.

COD_c = The COD charge (\$_____) per kg.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 8: PRE-TREATMENT MANAGEMENT GUIDELINES

If the occupier's wastewater discharge requires a form of pre-treatment device, the occupier may be required to provide evidence of maintenance to the Council. The required evidence and the frequency with which it must be provided shall be determined by the Council when assessing the occupier's trade waste consent application and both will be specified in the occupier's trade waste consent.

The table below presents a simplified list of pre-treatment requirements for customers when applying for the trade waste discharge consents.

Pre-Treatment Devices

Source	Typical Characteristics of Wastewater	Typical Pre-Treatment Required	Cleaning and Reporting Frequency	Evidence Required
Automotive / Engineering				
Car Washes	Oil	Corrugated Plate Interceptor	Monthly	Contractor grease/solids removal record (e.g. invoice) or other cleaning record
Engine Reconditioning Auto Workshop	Grease Solids	Gravity Separator	Bi-monthly	
Painting	Hydrocarbons	Hydrocyclone	Six Monthly	
Panel Beaters	Metals	Other similar systems	Annually	
Service Stations	Detergent			
Food Preparation				
Cafeteria	Temperature	Temperature Control	Monthly	Contractor oil and grease or solids removal records
Fast Food	Oil and Grease	Flow Balancing	Bi-monthly	
Institution kitchen	BOD	Grease Trap	Six Monthly	
Shopping Centres	Solids	Screening	Annually	
Supermarkets				
Butcher				
Fishmonger				



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Apparel				
Dry Cleaning	Temperature	pH Control	Monthly	Contractor solids removal records.
Laundromats	pH Peak Flows Solids	Temperature Control Flow Balancing Screening	Bi-monthly Six Monthly Annually	System operational and monitoring records
Dental Practices				
Dental	Mercury Silver	Amalgam Separators Silver Recovery Unit Offsite Removal of Developer Solution	Monthly- Annually	Contractor removal records. Amalgam separators fitted and operating to appropriate ISO standards.

Sampling and reporting frequency will be specified in each Consent, and will depend on the level of compliance and number of reporting results received.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 9: SAMPLING AND FLOW MONITORING

PROCEDURE

9.1 Sampling procedure

- 9.1.1 Sampling procedures shall be undertaken in accordance with NZS 5667-10:1998 or ISO 5667-10:1992; water quality sampling Part 10: Guidance in Sampling of Wastewater, or any standard that succeeds it, or another Council-approved methodology.
- 9.1.2 When sampling to evaluate compliance with controlled substance limits, spot or grab samples are sufficient. Sampling for compliance with the mass discharge of pollutants or to evaluate load-based trade waste charges shall be based on composite sampling.
- 9.1.3 The frequency, timing and number of composite samples for evaluating trade waste charges will be determined by the Council and will be based on the significance of the trade waste load relative to the treatment plant design load.
- 9.1.4 Typically not less than 10 (ten) 24 hourly composite samples will be used to determine annual load based trade waste charges.

The following sub-sections provide some information from NZS 5667.

9.2 Sampling Equipment

- 9.2.1 The laboratory responsible for analysing the samples should be consulted about the type of container that should be used for sample collection, storage and transportation. The container needs to prevent losses due to adsorption, volatilisation and contamination by foreign substances.
- 9.2.2 The simplest equipment used for taking samples consists of a clean bucket, ladle, or wide-mouthed container of known volume (greater than 100 mL) that may be mounted on a handle of a suitable length.
- 9.2.3 The sampling location shall be the first manhole or other access point upstream of the point of discharge, unless a location giving more representative samples can be found. The location of the access point shall be in accordance with the New Zealand Building Code.

9.3 Sampling Method

- 9.3.1 Grab or Spot Samples



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

A grab or spot sample is a discrete sample taken randomly (with regard to time and/or location) from the trade waste where the whole sample volume is taken at once. Grab or spot samples are useful for determining the wastewater composition at a certain time.

9.3.2 Composite Samples

A composite sample is two or more samples mixed together, from which the average result of a desired characteristic may be obtained. Composite samples are prepared by mixing a number of grab samples or by collection of a continuous fraction of a waste stream (either flow-proportional or time-proportional).

9.4 Frequency and number of Samples

- 9.4.1 Analyses shall be based on samples taken at regular intervals during the control period, as specified in the occupier's trade waste consent. The number of samples taken during each control period should be determined by the Council.
- 9.4.2 If the identification of the nature and magnitude of peak load are important, sampling should be restricted to those periods when peak loads are known to occur. Allowances should be made for daily, weekly and seasonal wastewater quality variations.
- 9.4.3 The stability of the sample may often limit the duration of the sampling period. In such cases, reference should be made to the specific analytical techniques to be undertaken and the receiving laboratory should be consulted, in order that correct preservative measures can be used.
- 9.4.4 A sampling chain of custody form should as a minimum include:
- name of the trade premises;
 - trade waste consent number;
 - sampling point;
 - date of sampling;
 - time, start and stop, of sampling; and/or
 - details of the sampling method.

9.5 Flow monitoring procedure

9.5.1 Flow Monitoring Method

- 9.5.1.1 Flow monitoring shall be undertaken in accordance with AS 3778-5.3:2007 or ISO/TR 9824:2007 or BS EN 14154-3:2005+A2:2011, or any



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

standards that succeed these, or another Council-approved methodology.

9.5.1.2 The flow meter equipment and monitoring methodology should be selected based on the physical and hydraulic characteristics of the proposed discharge and monitoring site, the objectives of the measurement, and operations and maintenance considerations. Consideration should also be given to the position and nature of the instrument housing, bearing in mind the need for safe and easy access, protection from all anticipated water levels, human or animal interference and the elements.

9.5.2 Flow Meter Calibration

9.5.2.1 The consent holder shall arrange for in situ calibration of the flow metering equipment and instrumentation in accordance with NZS 10012 Part 1, or other Council approved method, upon installation and at least once a year thereafter to ensure its performance.

9.5.2.2 The meter accuracy should be $\pm 10\%$ but with no greater a deviation from the previous meter calibration of $\pm 5\%$. A copy of independent certification of each calibration result must be submitted to the Council.



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

SCHEDULE 10: REFERENCED DOCUMENTS

New Zealand Standards

NZS 4304:2002 Management of healthcare waste
 NZS 5465:2001 Self-containment for motor caravans and caravans
 NZS 9201:- - - - Model general bylaws
 Part 22:1999 Wastewater drainage

Joint Australian/New Zealand Standards

AS/NZS 5667:- - - - Water quality – Sampling
 Part 1:1998 Guidance on the design of sampling programs, sampling techniques and the preservation and handling of samples
 Part 10:1998 Guidance on sampling of wastewaters

British Standards

BS 3680:- - - - Measurement of liquid flow in open channels
 Part 11A:1992 Free surface flow in closed conduits – Methods of measurement
 Part 11B:1992 Free surface flow in closed conduits – Specification for performance and installation of equipment for measurement of free surface flow in closed conduits
 BS 5728:- - - - Measurement of flow of cold potable water in closed conduits
 Part 3:1997 Methods for determining principal characteristics of single mechanical water meters (including test equipment)
 BS 6068: - - - - Water quality
 Part 6:- - - - Sampling
 Section 6.10:1993 Guidance on sampling of wastewaters
 BS EN 25667-1: 1994 Water quality. Sampling. Guidance on the design of sampling programmes
 BS 6068-6.1:1981
 BS EN 25667-2: 1993 Water quality. Sampling. Guidance on sampling techniques
 BS 6068-6.2:1991
 BS EN 5667-3: 2003 Water quality. Sampling. Guidance on the preservation and handling of water
 BS 6068-6.3:2003 samples

New Zealand Legislation

Building Act 2004
 Hazardous Substances and New Organisms Act 1996 and associated Regulations
 Health Act 1956
 Health and Safety at Work Act 2015
 Land Transport Rule Dangerous Goods 1999 Rule 45001
 Local Government Act 2002
 Resource Management Act 1991 and associated Regulations
 South Taranaki Wastewater Bylaw 2013

Other Publications



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

Agricultural and Resource Management Council of Australia and New Zealand (ARMCANZ) and Australia New Zealand Environment and Conservation Council (ANZECC)

Guidelines for Sewerage Systems: Acceptance of Trade Wastes (industrial waste) 12 (1994)

Document available from Australian Water Association (AWA) www.awa.asn.au

American Water Works Association

Standard methods for the examination of water and wastewater 20th Edition (1999)

Document available from American Water Works Association www.awwa.org

Building Industry Authority

New Zealand Building Code (NZBC) 1992 and Approved Documents

Document available from Building Industry Authority (BIA) www.bia.govt.nz

Ministry for the Environment (MfE)

Landfill Acceptance Criteria (2004)

The New Zealand Waste Strategy (2002)

Documents available from Ministry for the Environment New Zealand www.mfe.govt.nz

National Radiation Laboratory (NRL)

NRL C1 Code of safe practice for the use of unsealed radioactive materials (1996).

Document available from National Radiation Laboratory www.nrl.moh.govt.nz

New Zealand Water and Wastes Association (NZWWA)

Guidelines for the Safe Application of Biosolids to Land in New Zealand (2003)

Liquid and Hazardous Wastes Code of Practice (2003)

Documents available from NZWWA www.waternz.org.nz

New Zealand Water Environment Research Foundation (NZWERF)

New Zealand Municipal Wastewater Monitoring Guidelines (2002)

Document available from New Zealand Water Environment Research Foundation (NZWERF) www.nzwerf.org

Sydney Water Corporation

Trade Waste Policy (2004)

Document available from Sydney Water Corporation www.sydneywater.com.au

United States Environment Protection Agency (US EPA)

Method 9095A Paint Filter Liquids Test (1996)

Document available from United States Environmental Protection Agency www.epa.gov



Para Pākihi Ture-ā-Rohe

Trade Waste Bylaw

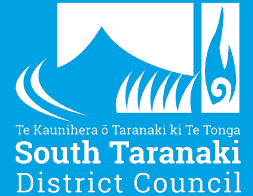
History of Bylaw

<u>Action</u>	<u>Description</u>	<u>Decision Date</u>	<u>Decision Number</u>	<u>Commencement</u>
<u>New</u>	<u>Adoption of new Trade Waste Bylaw</u>	<u>06/06/2017</u>	<u>71/17</u>	<u>01/07/2017</u>
<u>New</u>	<u>Adoption of new Trade Waste Bylaw</u>			





www.southtaranaki.com



Mukihuki Para
Ture-

Proposed Trade Waste Bylaw

Summary

Introduction

The South Taranaki District Council needs to renew its Trade Waste Bylaw so it can continue to manage trade waste in the District. This summary sets out the why, how and when. We need to have the new Bylaw in place by 30 June 2024.

Background

The Council has eight separate wastewater networks across the District that collect, treat and discharge wastewater. The current Trade Waste Bylaw (2017) needs to be renewed so we can continue to regulate the discharge of trade waste into our wastewater networks by approximately 150 businesses, including six large 'wet industries' – businesses that use large quantities of water in processing and then discharge that water with contaminants.

Our Drainage Bylaw covers the normal operation of the wastewater networks and the conditions for connection by domestic households. It also defines what wastes are acceptable to discharge. Trade wastes are covered by a separate bylaw because the Drainage Bylaw does not provide a robust procedure for assessing, managing or monitoring potentially harmful trade waste discharges.

Let us know what you think!

We are consulting the community and existing trade waste customers and industries on the proposed Trade Waste Bylaw, and we'd like to hear from you if you have any comments on what is proposed.

What are we trying to achieve with a Trade Waste Bylaw?

The bylaw is designed to:

- **protect the health and safety** of the community from the adverse effects of harmful substances discharged to the public wastewater system;
- **protect the environment** from adverse effects of trade waste discharges to the public wastewater system;
- **protect the public wastewater system** from damage and provide for its efficient operation;
- **fairly distribute the cost** of dealing with trade waste between households and those discharging trade waste;
- **meet the requirements of the Resource Management Act**, particularly the requirements of our resource consents for the discharge of treated wastewater and the placement of sludge onto land.

Our wastewater system accepts everything our community flushes and washes away. We take wastewater (sewage) from homes, businesses and industries connected to the wastewater system, treat it and discharge it on your behalf. The system is sometimes not able to treat some of the constituents of trade waste and high levels of contaminants such as fat, oil and grease can cause blockages and overflows. This increases the risk of detrimental impacts on the environment, human health and cultural values and is unacceptable in many ways.

We believe the costs of clearing blockages from the networks should be met by those causing them. Before we had a Trade Waste Bylaw, we could spend over \$10,000 a year clearing blockages in sewers caused by fats, oils and grease.

There are around 150 trade waste customers in our District, and over 100 are food businesses. While most have grease traps, many of them didn't appear to be appropriately maintained. There has been a dramatic improvement since our Trade Waste Bylaw was introduced and a Trade Waste Officer was appointed.

It's not only fat, oil and grease that cause problems. The Bylaw deals with a range of other nasty contaminants and includes trade waste treatment costs to create an even

playing field for all trade waste customers through regulation.

The proposed new Trade Waste Bylaw is almost identical to the current one, and its key features are:

- All premises discharging trade waste are licensed in one of four categories – permitted, controlled, conditional and prohibited trade waste.
- A conditional licence requires premises to test their trade waste and submit a report specifying whether their waste complies. Some controlled licences may also require sampling from time to time.
- Non-compliance will be dealt with by prosecution and/or by disconnecting the non-complying premises from our wastewater network.
- Each trade premises classified as controlled or conditional is required to apply for a trade waste consent.

What will it cost trade waste customers?

There are fees and charges to cover the following associated costs:

- Application processing fee (for conditional and controlled consents).
- Inspection, sampling and administration costs.
- Load-based charges, where applicable.
- A uniform annual charge to cover some of these costs.

The fees and charges are set each year as part of the Long Term Plan/Annual Plan process. For the 2023/24 financial year, they are:

Wastewater Treatment Plant	
Tanker Septage (per m ³)	\$75.00
Septage Clean up fee	\$776.00
Toxicity	\$315.00
Trade Waste Uniform Charge	
Controlled Industries	\$162.00
Conditional Industries	\$162.00
Conditional/temporary Industries, Eltham	
Flow \$/m ³	\$1.22
Effluent Quality \$/kg - TSS	\$2.66
Effluent Quality \$/kg - COD	\$0.63
Controlled Industries, Hāwera	
Flow \$/m ³	\$0.57
Effluent Quality \$/kg - TSS	\$1.37
Effluent Quality \$/kg - COD	\$0.36
Controlled Industries, other areas	
Flow \$/m ³	\$1.28
Effluent Quality \$/kg - TSS	\$0.52
Effluent Quality \$/kg - COD	\$0.35
Re-inspection	\$187.00
Extra Inspections - Controlled	\$495.00
Extra Inspections - Conditional	\$779.00
Administrative Charges	
Compliance Monitoring	\$437.00
Connection/Disconnection Fee	\$224.00
Application Fee	\$248.00
Inspection/Re-inspection Fee	\$187.00
Screenable Solids (per kg)	\$0.79

Where can I get more information?

- Visit the Council website www.southtaranaki.com/policyreview
- Additional copies of this document are available from any LibraryPlus or the Council Administration Building, Albion Street, Hāwera.
- Contact one of your elected representatives.
- Telephone 0800 111 323

How to make a submission

- Make a submission online
- Download a submission form from: www.southtaranaki.com/policyreview
- Complete the attached submission form and send via
Email: consultation@stdc.govt.nz
Post: Private Bag 902, Hāwera, 4640

Please note that submissions, as part of the public consultation process, are a public record and will be included in a publicly available Council Agenda and will remain on the Council’s minute records.

Consultation Timeline 2024

THURS 22 FEBRUARY

Submission Period Opens

MONDAY 22 APRIL

Submission Period Closes

TUESDAY 23 APRIL

Send Draft Bylaw to Minister of Health for comment

MONDAY 13 MAY

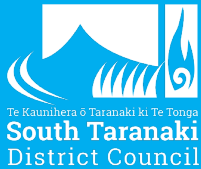
Council Hearing to hear submissions

MONDAY 10 JUNE

Policy and Strategy Committee to deliberate on submissions

MONDAY 24 JUNE

Council Meeting to adopt Proposed Bylaw



Pūrongo Report

To	Ordinary Council
From	Kaitātari Whakamahere Tōpūranga / Corporate Planner, Gordon Campbell
Date	19 February 2024
Subject	2024-34 Long Term Plan – Policy Approval

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The change in central Government policy regarding three waters services means that these services must be included in the full ten years of the Long Term Plan (LTP), rather than just the first year. This requires changes to the Revenue and Financing Policy and the Significance and Engagement Policy.
2. The Council asked for changes to the Revenue and Financing Policy regarding the private/public benefit ratio for TSB Hub, Cemeteries and Housing for Elderly activities. This report recommends approval of the changes to these two policies.

Taunakitanga / Recommendation

THAT the Council approves the Revenue and Financing Policy and Significance and Engagement Policy for inclusion in the 2024-34 Long Term Plan.

Kupu Whakamārama / Background

3. At its meeting in November 2023, the Policy and Strategy Committee recommended to the Council that it adopted the draft Revenue and Financing Policy and Significance and Engagement Policy as presented and noted that these policies may need to be amended if there is a change in central Government policy regarding three waters services.
4. As expected, there has been a change in Government policy and the three waters services need to be reinstated in the LTP beyond year one. This means the Revenue and Financing Policy and Significance and Engagement Policy need to be updated. These documents are attached as drafts with the latest changes made which need to be re-approved.
5. The Council reviewed the proposed updated funding mechanisms at a budget workshop in December 2023 and decided that the proposed public/private benefit ratio for the TSB Hub, Cemeteries and Housing for the Elderly activities needed to be adjusted for affordability reasons. The public/private ratios have been adjusted as follows:

- TSB Hub from high/medium to high/low;

- Cemeteries from medium/high to medium/medium to low; and
 - Housing for the Elderly from low/high to low/medium.
6. These changes have been made in the Funding mechanisms section of the draft Revenue and Financing Policy, along with the addition of the three waters services.

Local Government Purpose

7. The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities and promote the social, economic, environmental and cultural well-beings, now and in the future. Development of the LTP is a fundamental part of enabling local decision-making and setting out proposed actions that will contribute to the well-beings, now and in the future.

Ngā Kōwhiringa / Options – Identification and analysis

Options available

8. Option One: Approve the proposed changes to the Revenue and Financing Policy, and Significance and Engagement Policy.
9. Option Two: Approve the proposed changes with amendments.
10. Option Three: Decline to approve the proposed changes and request further consideration.

Risks

11. There are no major risks associated with this matter.
12. There is a minor risk. The Council are required to adopt the Revenue and Financing Policy prior to the adoption of the consultation document. If the Council chooses option three there will be limited time to re-work and approve the Revenue and Financing Policy prior to the adoption of the consultation document on 18 March.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

13. The Council’s general approach to determining the level of “significance” is to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	The proposed changes will have no impacts as they continue current practice.
LOS	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan.	The proposed changes will have no impacts on levels of service.

Criteria	Measure	Assessment
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	There is no historical precedent for this type of proposal, but it is unlikely to generate wide public interest.
Financial	The impact of the decision or proposal on the Council’s overall budget or included in an approved Long Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	A change in three waters functions and activities had been expected, and it may have had little impact on the Council’s overall budget. The change in Government policy will see a continuation of current practice, including budget setting, for the foreseeable future.
Reversible	The degree to which the decision or proposal is reversible.	A decision to reinstate three waters services in the LTP is not reversible, as it is a legal requirement to include these services.
Environment	The degree of impact the decision will have on the environment.	The decision would have no environmental impacts.

14. In terms of the Council’s Significance and Engagement Policy this proposal is of low significance. This decision will be communicated to the public through meeting minutes.

Legislative Considerations

15. The new National-led coalition government announced their intention to repeal the three waters legislation and to restore council ownership and control of water assets. The existing legislation is still in place and technically the Council is not abiding by the existing legislation by adding three waters into the LTP prior to the new Bill being enacted. Advice from all sector bodies is to immediately begin preparing to add three waters into long term plans in anticipation that the Bill will be passed in a timely manner.

Financial/Budget Considerations

16. The requirement to include three waters services in the LTP beyond year one has considerable budgetary implications, not only in financial terms, but in the amount of work needed to prepare budgets for the full ten years.

Consistency with Plans/Policies/Community Outcomes

17. Nothing in this report is inconsistent with any Council policy, plan or strategy.
18. The reinstatement of three waters services in the LTP does not, of itself, contribute to any community outcomes. However, these services contribute to the following community outcomes:
- Vibrant South Taranaki – *Cultural well-being*
 - Prosperous South Taranaki – *Economic well-being*
 - Sustainable South Taranaki – *Environmental well-being*

Consideration of Iwi/Māori

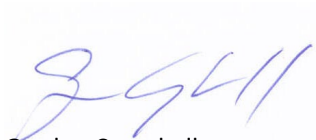
19. The reinstatement of three waters services in the LTP will be of particular interest to iwi/Māori, and they will be well aware of the change in Government policy. Iwi/hapū will be involved in the development of the LTP through Te Kāhui Matauraura, Huinga-ā-iwi, the Post Settlement Governance Entities and during the public consultation phases.

Affected Parties Consultation

20. Any affected parties will have an opportunity to submit on the proposals as part of the draft LTP consultation.

Whakakapia / Conclusion

21. The preferred option is to approve the proposed changes as part of the LTP development, as the Council is now required to include the three waters services in the LTP for the full ten-year planning period.



Gordon Campbell

**Kaitātari Whakamahere Tōpūranga /
Corporate Planner**



[Seen by]

Becky Wolland

**Pouhautū Rautaki me te Whaitikanga /
Head of Strategy and Governance**

[Appendix 1: Draft Revenue and Financing Policy](#)

[Appendix 2: Draft Significance and Engagement Policy](#)

Revenue and Financing Policy

Our Revenue and Financing Policy provides predictability and certainty about sources of funding ~~or~~ and how we recover the costs for our activities. It explains the reasons for various funding methods for our operating and capital expenditure.

[We have reviewed the ways we fund our activities, including how we collect rates and, as a result, we are not proposing any significant changes.](#)

[In 2020 we reviewed the way we funded our activities, including how we collect rates and as a result we are not proposing any significant changes to our The change in central Government policy on three waters reforms means that the three waters activities \(water supply, wastewater and stormwater\) have been included in the 2024-34 Long Term Plan Revenue and Financing Policy.](#)

Revenue and Financing Policy Considerations

In developing ~~the this Policy~~ policy, we have considered the requirements of Sections 101(3), 102 and 103 of the Local Government Act 2002 (LGA 2002). These requirements state that a local authority must determine what funding sources are the most appropriate with consideration of the following two steps:

Step One

- The community outcomes to which ~~the an~~ activity primarily contributes;
- The distribution of benefits between the community as a whole, any identifiable part of the community and/or individuals;
- The period in or over which those benefits are expected to occur;
- The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity; and
- The costs and benefits, including consequences, for transparency and accountability, of funding an activity distinctly from other activities.

Step Two

The overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental and cultural well-being of the community.

[Section 102\(3A\)\(a\) of the LGA 2002 states that a revenue and financing policy must support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993. The principles are:](#)

- [The spirit of the exchange of kawanatanga for the protection of rangatiratanga embodied in the Treaty of Waitangi be reaffirmed;](#)
- [Recognise that land is a taonga tuku iho of special significance to Māori people and, for that reason, to promote the retention of that land in the hands of its owners, their whānau, and hapū, and to protect wāhi tapu;](#)
- [Facilitate the occupation, development, and utilisation of that land for the benefit of its owners, their whānau, and hapū.](#)

[We support these principles through plans, strategies and policies developed with the four rūnanga of South Taranaki – Ngāti Ruanui, Ngāruahine, Taranaki and Ngā Rauru:](#)

- [District Plan – supports the protection of wāhi tapu and the coastal protection area, and supports the development of papakainga;](#)

- [Property Acquisitions and Disposals Policy](#) – the appropriate rūnanga is approached as a first right of refusal to purchase Council-owned land declared surplus to requirements.
- [Remission and Postponement of Rates on Māori Freehold Land Policy](#) – recognises that certain Māori-owned lands have particular conditions, features and/or ownership structures that make it appropriate to provide relief from rates;
- [Tangata Whenua Liaison Fund](#) – supports projects and initiatives that develop positive relationships between Tangata Whenua, Council and the South Taranaki community as set out in Te Tiriti ō Waitangi;
- [He Pou Tikanga: Ngā Iwi-Council Partnership Strategy](#) – a newly-developed strategy to provide a partnership framework between ngā iwi and the Council; and
- [Urupā maintenance fund](#) – this Long Term Plan recommends the establishment of a fund to support iwi with the maintenance of urupā in South Taranaki.

Commented [GC1]: Was it agreed that this would be part of the Tangata Whenua Liaison Fund?

Community Outcomes

Central Government amended the purpose of local government and re-introduced the well-beings. Part of the purpose of local government, as defined in the LGA 2002, is to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future, and our community outcomes ~~the~~ align with the community well-beings:

- [Vibrant South Taranaki Mana Mauri](#) – Cultural Well-being – [Creative, diverse communities that enhance the mauri of our people.](#) ~~A vibrant and creative District with strong connections with iwi/hapū that celebrates diversity.~~
- [Together South Taranaki Mana Tangata](#) – Social Well-being – [Safe, connected communities where people feel happy and proud of where we live.](#) ~~A together District with healthy, safe, resilient, informed and connected people.~~
- [Prosperous South Taranaki Mana Oranga](#) – Economic Well-being – [Flourishing communities with a diverse economy, innovative people and resilient infrastructure.](#) ~~A prosperous District with a sustainable economy, innovative businesses and high-quality infrastructure.~~
- [Sustainable South Taranaki Mana Taiao](#) – Environmental Well-being – [Sustainable communities that manage resources in a way that improves our environment for future generations.](#) ~~A sustainable District that measures its resources in a way that preserves the environment for future generations.~~

Each activity [description](#) lists the community outcomes ~~that~~ it primarily contributes to and highlights why we undertake the activity.

Distribution of Benefits—Who Benefits?

The distribution of benefits is allocated between the community as a whole, any identifiable part of the community and individuals. Benefits that flow to individuals or groups, where it is possible to identify the user or group and stop the service if the user does not pay, are often described as ‘private benefits’, and the costs are generally funded on a user-pays basis. ‘Public benefits’ flow to the whole community when it is not possible to identify the individuals or groups that benefit and the cost of additional people benefiting is small, or the whole community benefits. [Most of our activities have a mix of public and private benefits.](#)

Time Period of the Benefits

We must assess the period over which the benefits flow from each activity. For all of our activities, the operating costs directly relate to the benefits an activity provides during the year of the expenditure. Operating costs are therefore funded annually from annual income including rates, user charges, subsidies and other income.

Capital expenditure creates assets that will produce benefits over their useful lives. These lives range from a few years for office equipment, computers and vehicles to 100 years for some infrastructural assets such as bridges

and some pipe networks. The costs of these assets should therefore be funded over the time of benefit. This recognises the concept of intergenerational equity, where each generation pays a share of the value of the asset, while it receives the benefit from that asset. - Intergenerational equity is particularly relevant for larger capital assets.

-Building financial reserves to fund the capital expenditure required to renew an existing asset is prudent and the interest earned on financial reserves helps to fund the asset replacement. If renewals or replacements occur before the reserve has enough funds, we will use loans to fund the shortfall.

Who Causes the Need for an Activity?

We are required to assess the extent to which each activity exists because of the actions or inactions of an individual or group. This principle, known as the 'exacerbator pays' or 'polluter pays', suggests that costs should be recovered directly from those causing the need for the activity. Examples are parking fines, food licences, pool safety, dog control and trade waste.

Costs and Benefits of Funding ~~the Activity Distinctly from other Activities~~

We consider the individual costs and benefits of the funding of each activity, taking into account the consequences for transparency and accountability, ~~of funding each activity.~~ ~~Distinct-Separate~~ funding allows ratepayers to assess whether the activity represents good value to them. For some activities, the costs of collecting user charges would be more than the revenue collected, so a number of activities are funded entirely from rates.

~~The Long Term Investment Fund rates subsidy is deducted from each activity's expenditure prior to the allocation between funding sources. In that respect the Long Term Investment Fund is not considered general revenue.~~

Overall Impacts on Social, Economic, Environmental and Cultural Well-beings

~~on the~~ ~~The overall~~ impacts on the current and future social, economic, environmental and cultural well-beings of the community were considered along with the following matters:

- What is the likely impact of the mix of funding sources on ratepayers on fixed incomes (affordability)?
- ~~Will-Would~~ the ~~Policy-policy~~ act as a barrier for individuals in the community to access the activity?
- What incentives ~~will-would~~ the ~~Policy-policy~~ ~~have-create~~ for growth and development within the District?
- How is the burden of funding distributed across different sectors of the community?
- ~~Does-Would~~ the ~~Policy-policy~~ support people to conserve scarce resources, avoid environmentally unfriendly activities and preserve our natural heritage?
- ~~Does-Would~~ the ~~Policy-policy~~ support the community to participate in recreational and cultural activities and preserve our historical and other cultural heritage?

~~As part of the 2021-2031 LTP we are consulting on the draft Environment and Sustainability Strategy as a number of actions and activities that form part of the Strategy are new and not previously funded. It is anticipated that these actions and activities will be funded through general rates, loans and funding from Central Government.~~

~~The Long Term Investment Fund rates subsidy is deducted from each activity's expenditure prior to the allocation between funding sources. In that respect the Long Term Investment Fund is not considered general revenue.~~

Financial Management

~~In terms of the~~ ~~The~~ LGA 2002, ~~we are required-requires us~~ to ensure that each year's projected operating revenues ~~are set at a level that meets~~ ~~equal~~ the year's operating expenses (a balanced budget). Despite this requirement, ~~under~~ Section 100(2) of the ~~Act, we can~~ ~~LGA 2002 allows us to~~ set projected operating revenues at a level that does not achieve a balanced budget if we believe it is financially prudent to do so, for example, to fund a previous or future year's deficit or to repay debt.

Other Legal Requirements

While the Revenue and Financing Policy is governed by the LGA 2002, other legislation is relevant for determining appropriate funding mechanisms, including:

Local Government (Rating) Act 2002

This Act sets out legal requirements for rating. It covers who is liable to pay rates, what land is rateable, what kinds of rates may be set and how they are set, the valuation systems that may be used and the various rating mechanisms available, such as targeted rates. It also sets a number of limits. For example, all rates set on a uniform fixed amount basis (including the Uniform Annual General Charge but excluding a uniform rates for water or wastewater) may not exceed 30% of the total rates revenue.

Other Legislation

Several Acts, such as the Sale and Supply of Alcohol Act 2012, set out statutory fees for various types of regulatory services and these may not be exceeded. Where fee setting is up to the Council, there is often a general legal requirement to be “fair and reasonable”.

Resource Management Act 1991 (RMA 1991)

This Act sets out our responsibilities in terms of the environment. ~~The Resource Legislation Amendment Act 2017 proposed the removal of the ability for local authorities to impose financial contributions. In late 2020 this was repealed and it allows local authorities may continue to require financial contributions from developers to meet the costs of their effects on the environment, including their impacts on the demand for infrastructure. However, the~~ Alternatively, under the LGA 2002, local authorities can seek development contributions or a combination of development and financial contributions under the respective Acts, (subject to compliance with both Act’s requirements). We currently take financial contributions, and are not considering development contributions for this LTR are being considered through the District Plan review process.

~~The RMA is~~ was to be repealed and replaced with three new Acts, two of which became law briefly and have since been repealed. The Government has signalled that new legislation will replace the RMA 1991.

~~Alternatively, under the LGA02, local authorities can seek development contributions or a combination of development and financial contributions under the respective Acts (subject to compliance with both Act’s requirements). We currently take financial contributions, and are not considering development contributions for this LTR~~

General Policies on Funding and Sources of Funding

The sources of funding available to the Council are:

- General rates, including:
 - Choice of valuation system
 - Differential rating; and
 - Uniform Annual General Charge
- Targeted rates
- Lump sum contributions
- Fees and charges
- Interest and dividends from investments
- Borrowing
- Proceeds from asset sales
- Development contributions
- Financial contributions under the [Resource Management Act RMA 1991](#)
- Grants and subsidies
- Any other sources

Funding of operating-Operating expenditureExpenditure

Expenditure on our day-to-day operations is operating expenditure and includes overheads, which are costs not directly attributed to any of the activities, for example support services like Financial Services, Information Services and [Human Resources](#)[People and Capability](#). Operating expenditure is funded from a variety of sources:

General Rates

[General rates are charged as a set amount per dollar of the capital value of most properties in the District \(some are non-rateable\)](#). During our funding review we chose to continue with the capital value rating system for general rates, rather than land value and more targeted rates. [This is](#) because of the capital value system's greater tendency to match the 'ability to pay' – owners of higher capital value properties pay a larger contribution in rates than owners of lower valued properties.

Differentials are a tool for altering the incidence of rates. Setting a differential rate does not increase the rating income; it merely allocates the rates requirement in a different way from a pure value-based system. We are not proposing to apply a differential to the general rate.

Uniform Annual General Charge (UAGC)

We assess a UAGC as a fixed amount on each separately used or inhabited part of a rating unit. [The UAGC part-funds a range of activities, such as democracy and leadership, arts and culture, community development, environmental sustainability and emergency management.](#)

Targeted Rates

Targeted rates can be assessed on property, including on the basis of use, the area of land, its location and value and the provision or availability of Council services. Targeted rates may be ~~imposed~~[applied](#) as a uniform annual charge-on capital or land value, or differentially for different types of property uses. We may also apply targeted rates to fund any part of the cost of activities that benefit identifiable groups in the District.

We ~~will~~ charge targeted rates for:

- Water
- Wastewater
- Roding
- Kerbside refuse collection services
- Eltham Drainage
- Hāwera Business Rate for town promotion

Voluntary Targeted Rates

We have a voluntary targeted rate for property owners who benefit from the installation of insulation that we provide under the Warmer Homes Scheme. [The Council resolved in June 2023 to discontinue the scheme as a result of changes to the Credit Contracts and Consumer Finance Act 2003. Property owners that are currently part of the warmer homes scheme will continue to pay their loans as per their agreements with the Council.](#)

Fees and Charges

We apply fees and charges to recover either the full or part cost of a variety of services we provide, such as building consents, [the](#) provision of utility connections and vehicle crossings.

Interest and Dividends

We sold Egmont Electricity Limited in 1997 and invested the proceeds in a Long Term Investment Fund. We allocate \$**3.87** million each year from interest earned on the Fund towards subsidising general rates, UAGC and the roading rate. [Should we mention other interest/dividends received?](#)

Grants and Subsidies

We receive subsidies from Waka Kotahi New Zealand Transport Agency that cover a proportion of the capital and maintenance costs of our roading network.

Any Other Sources

Special funds have either been received from a third party to be used in a specific way (~~Restricted~~ restricted Funds/funds) or are tagged to be applied for a specific purpose or area of benefit (~~Non-non-r~~ Restricted Funds/funds).

Funding of Capital Expenditure

We categorise our capital expenditure projects as renewals, extending level of service or growth-related projects.

Renewal Projects

Renewal projects restore or replace components of an asset or the entire asset to meet the ~~current~~ designed level of service (to ~~return it to~~ its original size, condition or capacity). These projects will be funded from capital reserves built up from funded depreciation. Where the reserve is not sufficient to meet the programmed renewals, loans will be utilised and repaid from a contribution from the reserve that best fits intergenerational equity and/or the operational funding sources for the particular activity, as per ~~the this~~ Policy/policy.

Extending Level of Service Projects

Extending levels of service projects create new assets or alterations to existing assets that mean a higher level of service is delivered. These projects will be funded by loans and repaid from the operational funding sources.

Growth-related projects

Growth-related projects are additional assets required to serve growth in demand for existing services due to new areas being serviced, such as new water mains and roading. These will be funded from financial contributions and we will consider a contribution from the Economic Development Fund towards the asset creation on a case by case basis after considering specific criteria.

Commented [GC2]: What is this fund?

Sources of funding for Capital Expenditure

The following funding sources are used for each capital expenditure category under normal circumstances. Any alternative funding sources are specifically approved by the Council.

Borrowing

We will not borrow to fund capital expenditure unless short term reasons justify this as an interim solution. When funding projects by debt, we spread the repayment over several years to enable us to match charges placed on the community ~~against~~ with the period of benefits from the capital expenditure.

Commented [GC3]: Does this contradict the third sentence of the Renewal Projects section above?

Borrowing is managed within the framework specified in the Liability Management Policy. While minimising interest costs and financial risks associated with borrowing is of primary importance, we match the borrowing term with the average life of assets when practical. Our overall borrowing requirement is reduced when other funds are available to finance capital expenditure, such as:

- Council financial reserves, including reserves comprising financial contributions.
- Contributions towards capital expenditure from other parties, such as ~~the~~ Waka Kotahi New Zealand Transport Agency (~~in relation to~~for certain roading projects).
- Revenue collected to cover depreciation charges.
- Proceeds from the sales of assets.
- Operating surpluses.

Financial Contributions under the Resource Management Act

Financial contributions are provided for in our District Plan and may be imposed as a condition of development or resource consent. Works and services may be required for purposes specified in the District Plan for ensuring positive effects on the environment. Development can place a significant strain on existing physical resources

(utility networks, reserves and public amenities) and the [District Plan](#) places a requirement for developers, in most cases, to meet the full and actual costs of extensions and connections to the existing reticulation network.

There is flexibility in the provision of reserve contributions to take into account variations from site to site, particularly the ability to connect to existing reserves or to create access to the margins of waterways and other natural areas. In urban residential subdivision there is also a threshold figure for the provision of land so that a realistic [reserve](#) area can be provided. In lieu of land, cash can be provided for the enhancement of reserves in the vicinity.

We ~~will do not currently~~ collect financial contributions as provided for in the District Plan under the RMA [1991](#) ~~and our approach is included in our~~ ~~as we do not have a~~ ~~Financial~~ ~~financial~~ ~~Contribution~~ ~~contribution~~ ~~Policy~~ ~~policy~~.

Grants and Subsidies

We receive subsidies from Waka Kotahi New Zealand Transport Agency that cover a proportion of the capital and maintenance costs of our roading network. We also receive grants and subsidies from Central Government and grants from external sources. ~~and we~~ We received grants from the Government as part of its COVID-19 'shovel ready' projects recovery programme – \$3 million towards the construction of Te Ramanui o Ruapūtahanga [library, arts and cultural centre](#) and \$7 million for [the](#) Nukumarū Station Road [extension](#).

Any Other Source

Special funds have either been received from a third party to be used in a specific way (restricted funds) or are tagged to be applied for a specific purpose or area of benefit (non-restricted funds).

Assets

We own, on behalf of the community, assets worth about \$[1.068](#) billion. The majority are required to deliver the services the community requires of us; for example, the pipes, pumps and monitoring equipment of our water supply network are essential to provide the community with the water supply service it needs and expects.

Our property portfolio has been categorised into:

- Vital to the provision of a Council service or function
- Advantageous to own; or
- Surplus to requirements.

We are ~~actively~~ identifying properties that no longer have any strategic purpose or public benefit or where the use of sale proceeds would be of greater benefit to the community. Proceeds from asset sales will in the first instance go to repay debt that may be associated with the asset. If the asset is to be replaced with a similar asset or one built to provide for a similar purpose in the foreseeable future (1 - 2 years), the sale proceeds will be held in trust to pay for the new asset's creation. Wherever the sale proceeds are greater than the known debt or the replacement cost of the 'like' asset, the surplus will be made available to the Long Term Investment Fund.

~~Balanced Budget Proposal~~ Depreciation

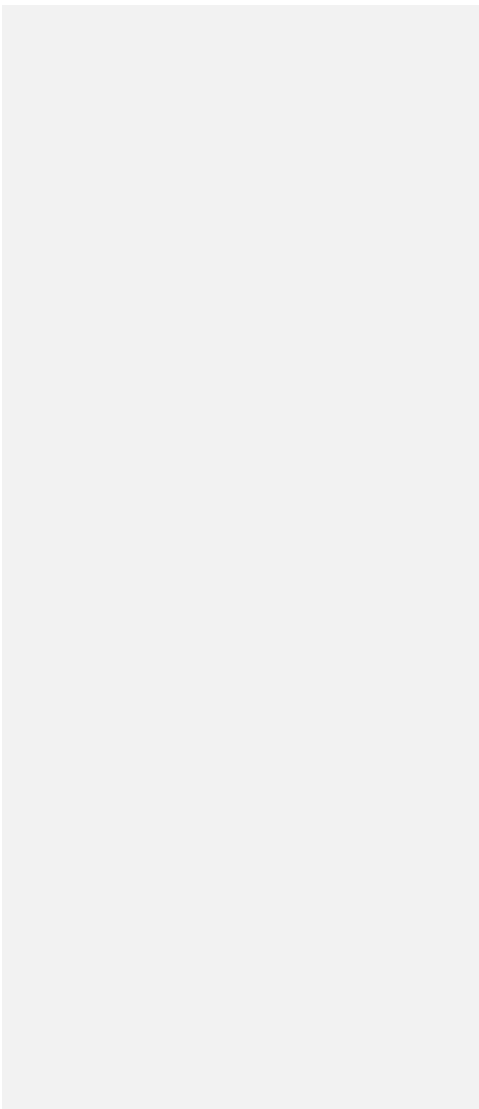
Our policy for funding the depreciation of non-strategic assets is [to fund a proportion that allows for the renewal of components](#), rather than funding the depreciation for ~~their total~~ replacement ~~of the asset, we fund a proportion that allows for the renewals of components~~. As an example, buildings will have roofs and other components replaced to ensure the full useful life of the structure can be achieved, but no funds will be built up to replace the structure. We consider it is not prudent to build up reserves (and increase rates from this generation) for the ultimate replacement of these assets, which for the most part will be in 30 - 50 years' time, when it is unknown if these types of assets will be wanted by future generations. We have taken into account the current global economic climate and our significant debt programme when considering the funding of depreciation.

	Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Private	Operational	Public	Public %	Private %
DEMOCRACY AND LEADERSHIP												
Democracy and Leadership	Prosperous, Vibrant, Together and Sustainable	Low	Low	Low	Low	The public good component of this activity reflects that it contributes to the open, transparent and accountable democratic process of local government and supports elected members to be effective decision-makers.	N/A	N/A	General Rates and Revenue + Interest and Dividends + Reserves + Fees and Charges	General Rates and Revenue + Interest and Dividends + Borrowings + Reserves	High	Low
THREE WATERS - WATER SUPPLY												
Urban and Rural	Prosperous and Sustainable	High	High	Low to Medium	Low	The users can be identified and we are able to restrict the users.	Fees and Charges + Water by Meter Rate + Targeted Rate	Fees and Charges + Water by Meter Rate + Targeted Rate + Borrowings + Reserves + Financial Contributions	General Rates and Revenue + Interest and Dividends + Targeted Rates	General Rates and Revenue + Targeted Rates + Borrowings + Reserves	Low	High
STORMWATER NETWORK												
Stormwater	Prosperous and Sustainable	Low	High	Medium	Low	This activity benefits groups of properties rather than individuals. Stormwater infrastructure enhances the wellbeing of the District.	Fees and Charges + General Rates and Revenue	General Rates and Revenue	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	High	Low
Eltham Drainage		High	High	Low	Low	The primary purpose of this activity is to provide land drainage to enable land to be effectively farmed.	Targeted Rates (Differential)	Targeted Rates (Differential) + Borrowings + Reserves + Contributions	Targeted Rates (Differential) + General Rates and Revenue	Targeted Rates (Differential) + Borrowings + Reserves + Contributions	Low	High

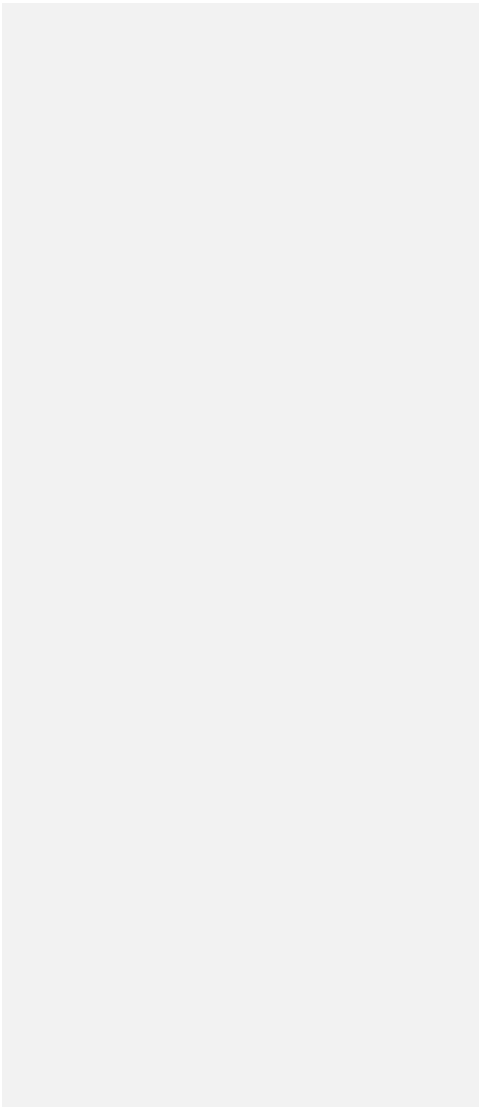
	Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Private	Operational	Public	Public %	Private %
WASTEWATER SERVICES												
Wastewater	Prosperous and Sustainable	High	High	Medium to High	Low	While we can identify properties that are connected, we cannot identify efficiently their volumes. There is high public good and positive impacts on the environment in the efficient disposal of waste.	Fees and Charges + Targeted Rate	Fees and Charges + Targeted Rate + Borrowings + Reserves + Financial Contributions + Contributions	General Rates and Revenue + Targeted Rates	General Rates and Revenue + Targeted Rates + Borrowings + Reserves	Low	High
SOLID WASTE												
Kerbside Collection		Very High	Low	Medium to High	Low	This activity benefits individuals but it is also in the public interest to provide this service.	Fees and Charges + Targeted Rates (Differential)	N/A	General Rates and Revenue + Targeted Rates	N/A	Low	High
Disposal	Prosperous and Sustainable	High	High	Medium	Medium	This activity benefits individuals but it is also a higher public interest to provide this service, as it contributes to long term sustainability.	Fees and Charges + General Rates and Revenue + Targeted Rates (Differential)	Fees and Charges + Targeted Rates (Differential) + Borrowings + Reserves + External Contributions	General Rates and Revenue + Targeted Rates	General Rates and Revenue + Targeted Rates + Borrowings + Reserves	Low	High
ROADING												
Subsidised	Prosperous and Vibrant	Medium to High	High	Low	High	Individuals benefit directly from the use of the service and the community benefits from its provision.	Grants / Subsidies + Targeted Rates (Differential) + Fees and Charges + Financial Contributions + Other Contributions	Grants / Subsidies + Targeted Rates (Differential) + Fees and Charges + Financial Contributions + Other Contributions	Targeted Rates (Differential) + Investment Income + General Rates and Revenue + Reserves	General Rates and Revenue + Targeted Rates (Differential) + Borrowings + Reserves	High	High

Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions		
						Operational	Private	Operational	Public	Public %	Private %	
ROADING												
Non-subsidised		Medium to High	High	Low	High	Individuals benefit directly from the use of the service and the community benefits from its provision.	Targeted Rates (Differential) + Fees and Charges + Financial Contributions + Other Contributions	Targeted Rates (Differential) + Fees and Charges + Financial Contributions + Other Contributions	Targeted Rates (Differential) + General Rates and Revenue + Reserves	Targeted Rates (Differential) + General Rates and Revenue + Borrowings + Reserves	High	High
Regional Road Safety	Prosperous and Sustainable	Low	Low	High	Low	Road safety is predominantly for the greater public good. Training and events are provided and negative effects can result if these events are not attended by key audiences.	Fees and Charges + General Rates and Revenue	Fees and Charges + General Rates and Revenue	General Rates and Revenue	General Rates and Revenue	High	Low
COMMUNITY FACILITIES												
Parks, Reserves, Sportsgrounds and Public Spaces	Prosperous, Vibrant, Together and Sustainable	Low	High	Low to Medium	Low	Individuals have a private benefit from the availability of parks, reserves, sportsgrounds and public spaces, however there is a significant public benefit in the availability of these services.	Fees and Charges + General Rates and Revenue	General Rates and Revenue + Borrowings	General Rates + Revenue	General Rates and Revenue + Borrowings + Reserves	High	Low
Recreation Centres - Halls	Prosperous, Vibrant, Together and Sustainable	Low	High	Low	Low	Individuals receive high benefit from the use of the service, however there are social benefits to the community in the availability of these facilities.	Fees and Charges + General Rates and Revenue	Grants + Surpluses from Rentals + Donations + Borrowings	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	High	Low

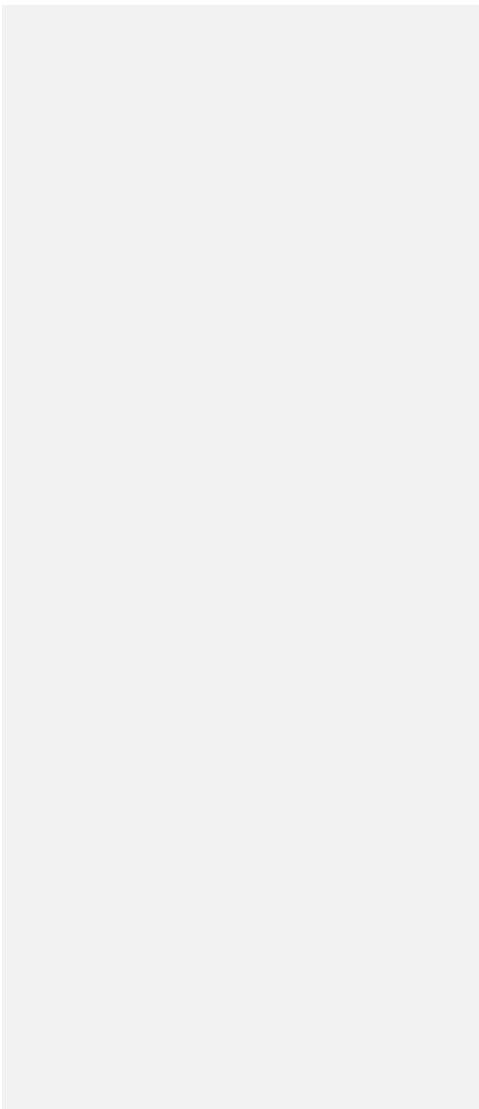
Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions		
						Operational	Private	Operational	Public	Public %	Private %	
COMMUNITY FACILITIES												
Recreation Centres - TSB Hub		Medium to High	Medium to High	Low	Low	Individuals receive high benefit from the provision of the service, however there are social and economic benefits to the community.	Fees and Charges + General Rates and Revenue + Grants and Sponsorship	Grants + Surpluses from Rentals + Donations + Borrowings	General Rates and Revenue + Grants	Borrowings + Reserves + Grants + Investment	High	Low
Swimming Pools - Aquatic Centre	Prosperous, Vibrant, Together and Sustainable	High	High	Low	Low	Individuals receive high benefit from the use of the service, however there is a wider benefit to the community in the availability of this service	Fees and Charges + General Rates and Revenue + Grants	Grants + Surpluses from Rentals + Donations + Borrowings	General Rates and Revenue + Interest	Borrowings + Reserves + Grants + Investment	High	Low
Public Toilets		Medium	High	Medium	Low	Individuals receive high benefit from the use of the service, however there is a wider benefit to the community in the availability of this service for sanitary reasons.	General Rates and Revenue	General Rates and Revenue + Borrowings	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	High	Low
Holiday Parks		High	Medium to High	Low	Low	Individuals receive high benefit from the provision of the service and there are economic benefits to the community	Fees and Charges	Grants + Surpluses from Rentals	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	Low to Medium	Medium to High



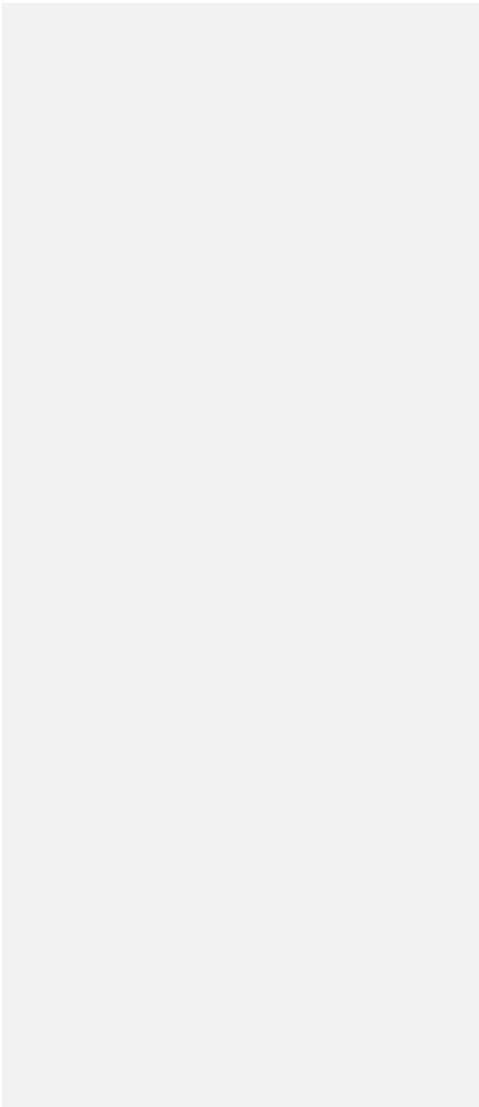
Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions		
						Operational	Private	Operational	Public	Public %	Private %	
COMMUNITY FACILITIES												
Cemeteries		Medium	High	Medium	Low	Individuals receive high benefit from provision of the service. However, it has a reserve function and a useful historic and public health value.	Fees and Charges + Bequests	Fees and Charges + Borrowings + Financial Contributions + Bequests	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	Medium	Medium
Housing for the Elderly	Prosperous, Vibrant, Together and Sustainable	High	High	Low	Low	Selected individuals receive the greatest benefit from this activity. There is a social benefit to the wider community from the provision of housing for older people.	Fees and Charges + General Rates and Revenue	Grants + Borrowings + Reserves + Asset Sales	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	Medium	Medium
Hāwera Cinemas		Very High	Low	Low	Low	Individuals receive high benefit from the provision of the service and it contributes to the social and leisure fabric of the community.	Fees and Charges + General Rates and Revenue	Grants + Borrowings	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	Medium	Medium
Corporate Property		High	Medium-High	Medium	Medium	Individuals receive high benefit from the use of sundry Council properties. However this activity also manages a small number of properties used for community good by not-for-profit organisations.	Fees and Charges + General Rates and Revenue	General Rates and Revenue + Borrowing	General Rates and Revenue	General Rates and Revenue + Borrowings + Asset Sales + Reserves	Low	High



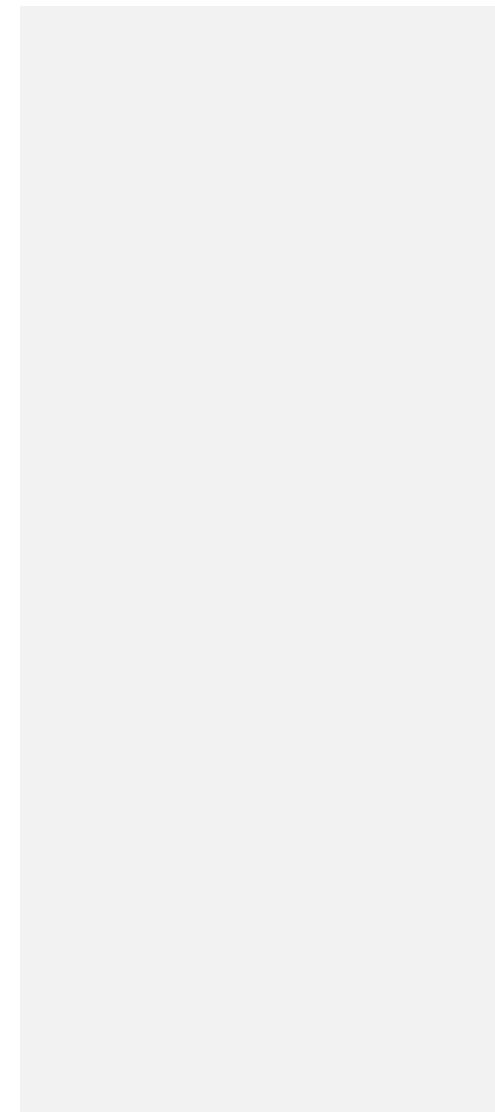
Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions		
						Operational	Private	Operational	Public	Public %	Private %	
ARTS AND CULTURE												
Arts		Low	Low	Low	Low	The community receives the benefit of this activity together with individuals who are able to enhance their skills through this process.	Fees and Charges + General Rates and Revenue	N/A	General Rates and Revenue	N/A	High	Low
Heritage (Museum)	Prosperous, Vibrant, Together and Sustainable	Low to Medium	Low	Low	Low	There is benefit of education, retention of heritage and community identity. Individuals benefit from the displays and the information.	Fees and Charges + General Rates and Revenue + Grants	N/A	General Rates and Revenue	Borrowings + Reserves	High	Low
LibraryPlus		Low	High	Low to Medium	Low	Individuals receive high benefit from the use of this service, however there is a wider benefit to the community in the availability of this service for social purposes.	Fees and Charges + General Rates and Revenue	Grants + Bequests + Borrowings	General Rates and Revenue + Investment Income	Reserves + Borrowings + General Rates and Revenue	High	Low
DISTRICT ECONOMY												
Economic Development	Prosperous and Vibrant	Low to Medium	Low	Low	Low to Medium	Individuals benefit directly from the use of the service and the community indirectly benefits from this activity because of the positive economic impact.	Fees and Charges + Targeted Rates	N/A	General Rates and Revenue + Targeted Rates (Differential) + Reserves	Borrowings + Reserves	High	Low



	Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Private	Operational	Public	Public %	Private %
DISTRICT ECONOMY												
Tourism and Events	Prosperous and Vibrant	Low to Medium	Low	Low	Low	Individuals benefit directly from the use of the service and attending events. The community indirectly benefits from this activity because of the positive economic impact. The wider community benefits by the vibrancy events bring.	Fees and Charges + General Rates and Revenue	Borrowings	General Rates and Revenue + Reserves	General Rates and Revenue + Borrowings + Reserves	High	Low
COMMUNITY DEVELOPMENT												
Community Development		Low	Low	Medium	Low	The community receives the greatest benefit from the outcomes of this activity.	General Rates and Revenue	N/A	General Rates and Revenue	N/A	High	Low
Community Support	Vibrant, Together and Sustainable	Low	Low	Low	High	The public good component of this activity recognises the contribution made by organisations and groups within the community and offers a helping hand in appreciation of this voluntary contribution in the way of grants. The civil ceremonies and recognition awards contribute to the social and cultural well-being of the community.	N/A	N/A	General Rates and Revenue + Reserves	General Rates and Revenue + Borrowings + Reserves	High	Low



	Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/ Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Private	Operational	Public	Public %	Private %
ENVIRONMENTAL MANAGEMENT												
Environment and Sustainability		Low	Medium	Low	High	This activity is a high public good as it focuses on improving environmental sustainability across the District.	N/A	N/A	General Rates and Revenue	General Rates, Revenue and Grants	High	Low
Environmental Policy	Prosperous Together and Sustainable	Low	Low	Low to Medium	Low	This activity is a high public good because it sets the overall framework for development within the District.	Fees and Charges	N/A	General Rates and Revenue + Borrowings	N/A	High	Low
Emergency Management		Very Low	Low	Low to Medium	Low	This activity is about preparedness for a disaster and is a high public good.	N/A	N/A	General Rates and Revenue	N/A	High	Low
REGULATORY SERVICES												
Building Control		Medium to High	Low	Low to Medium	Low to Medium	There is a high level of private benefit to the applicant, but there are also some public benefits.	Fees and Charges	N/A	General Rates and Revenue	Borrowings + Reserves	Low	High
Planning	Prosperous and Sustainable	Medium to High	Low	High	Low	There is a high level of private benefit to the applicant, but there are also some public benefits.	Fees and Charges	N/A	General Rates and Revenue	Borrowings + Reserves	Medium to High	Low to Medium
Environmental Health - Licensing, Alcohol and Gambling		Medium to High	Low	High	Medium to High	These activities have a high public good because of public protection.	Fees and Charges	N/A	General Rates and Revenue	N/A	Medium to High	Low to Medium



Community Outcomes	Use or beneficiary principle	Intergenerational equity principle	Negative Effect/Exacerbator	Cost and benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions		
						Operational	Private	Operational	Public	Public %	Private %	
REGULATORY SERVICES												
Nuisance Control (Noise)	Prosperous and Sustainable	Low	Low	High	High	This activity has a high public good because of public protection.	Fees and Charges	N/A	General Rates and Revenue	N/A	High	Low
Animal Services		Medium to High	Low to Medium	Very High	Medium	Within the activity there is a high degree of public benefit, but the costs are influenced by the exacerbator.	Fees and Charges	Fees and Charges + Borrowings + Reserves	General Rates and Revenue	General Rates and Revenue + Borrowings + Reserves	Low to Medium	Medium to High
Parking Control		Medium to High	Low	High	High	This activity has a high public good because, by creating the availability of carparks, there are some benefits for retailers in the CBDs.	Fees and Charges	N/A	General Rates and Revenue	Borrowings + Reserves	Low	High
COASTAL STRUCTURE												
Coastal Structures	Prosperous, Vibrant and Sustainable	Low	Low	Low	Low	Individuals receive high benefit from the provision of the service, however there are social benefits to the community.	General Rates and Revenue	Grants + Borrowings	General Rates and Revenue	General Rates and Revenue + Borrowings	High	Low

Note: Three waters activities are included for year one of the Long term Plan.

The table above indicates the range of public or private good based on the following descriptors:

Descriptor	Range	
High	80%	100%
Medium to High	60%	80%
Medium	40%	60%
Low to Medium	20%	40%
Low	0%	20%

A “High” public good would indicate that the expenditure for that activity likely meets the criteria of a public good on a percentage basis between 80% and 100%.

Ordinary Council - Reports

		Who benefits?					Funding Sources Private		Funding Sources Public		Who pays?		
		Community Outcomes	Who benefits?	Period of Benefit (intergenerational principle)	Whose actions create the need?	Costs vs benefits	Rationale	Operational	Capital	Operational	Capital	Benefit Proportions	
												Public %	Private %
Democracy & Leadership													
	Democracy and Leadership	Mana Mauri, Mana Tangata, Mana Oranga, Mana Taiao	Whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable	Separate funding of this activity is not practicable and there is an equal benefit to all ratepayers and residents.	The public good component of this activity reflects that it contributes to the open, transparent and accountable democratic process of local government and supports elected members to be effective decision-makers.	N/A	N/A	General rates and revenue + interest and dividends + reserves + fees and charges	General rates and revenue + interest and dividends + borrowings + reserves	High	Low
Three Waters - Water Supply													
	Urban and Rural	Mana Mauri, Mana Tangata, Mana Oranga, Mana Taiao	All water supply users	Benefit occurs in the year the funding is provided and on-going	Users of the service	While the users of these services can be identified and are charged, the full cost is not recovered as there is some public benefit from their provision.	Individuals receive high benefit from the use of the service and there is a wider benefit to the community in the availability of this service for public health reasons.	Fees and charges + general rates and revenue + targeted rates (differential)	Fees and charges + targeted rates (differential) + borrowings + reserves + external contributions	General rates and revenue + targeted rates	General rates and revenue + targeted rates + borrowings + reserves	Low	High
Wastewater Services													
	Wastewater	Mana Mauri, Mana Tangata, Mana Oranga, Mana Taiao	Users of the service	Benefit occurs in the year the funding is provided and on-going	Users of the service	While the users of these services can be identified and are charged, the full cost is not recovered as there is some public benefit from their provision.	Individuals receive high benefit from the use of the service and there is a wider benefit to the community in the availability of this service for public health reasons.	Fees and charges + general rates and revenue + targeted rates (differential)	Fees and charges + targeted rates (differential) + borrowings + reserves + external contributions	General rates and revenue + targeted rates	General rates and revenue + targeted rates + borrowings + reserves	Low	High
Stormwater Network													
	Stormwater	Mana Mauri, Mana Tangata, Mana Oranga, Mana Taiao	Users of the service	Benefit occurs in the year the funding is provided and on-going	Users of the service	Separate funding of this activity is not practicable and there is an equal opportunity for ratepayers and residents in areas served by stormwater to benefit.	Individuals in areas served by our stormwater network receive a high benefit from the use of the service and there is a wider benefit to the community in the availability of this service for public health and safety reasons.	General rates and revenue	General rates and revenue + borrowings + reserves	General rates and revenue	General rates and revenue + borrowings + reserves	Low	High
	Eltham Drainage					The users of this service can be identified and are charged the full cost of its provision.	The landowners in the Eltham Drainage Area are the only people who benefit from this service.	Targeted rates	Targeted rates	NA	NA	Nil	High
Solid Waste													
	Kerbside Collection	Mana Taiao	Users of the service	Benefit occurs in the year the funding is provided	Users of the service who generate waste	While the users of these services can be identified and are charged, the full cost is not recovered as there is some public benefit from their provision.	This activity benefits individuals; however, it is also in the public interest to provide this service.	Fees and charges + targeted rates (differential)	N/A	General rates and revenue + targeted rates	N/A	Low	High
	Disposal		Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going	Users of the service who generate waste		This activity benefits individuals, but there is also a higher public interest to provide this service as it contributes to long term sustainability.	Fees and charges + general rates and revenue + targeted rates (differential)	Fees and charges + targeted rates (differential) + borrowings + reserves + external contributions	General rates and revenue + targeted rates	General rates and revenue + targeted rates + borrowings + reserves	Low to Medium	Medium to High

Ordinary Council - Reports

	Community Outcomes	Who benefits?	Period of Benefit (intergenerational principle)	Whose actions create the need?	Costs vs benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Capital	Operational	Capital	Public %	Private %
Roading												
Subsidised	Mana Oranga	Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going - the service is available for current and future generations	Users of the service		Individuals benefit directly from the use of the service and the community benefits from the provision of the service.	Grants/ subsidies + targeted rates (differential) + fees and charges + financial contributions + other contributions	Grants/ subsidies + targeted rates (differential) + fees and charges + financial contributions + other contributions	Targeted rates (differential) + investment income + general rates and revenue + reserves	General rates and revenue + targeted rates (differential) + borrowings + reserves	High	High
Non-subsidised		Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going - the service is available for current and future generations	Users of the service	User charges for these activities are not practicable and there is an equal benefit to all ratepayers and residents.	Individuals benefit directly from the use of the service and the community benefits from the provision of the service.	Targeted rates (differential) + fees and charges + financial contributions + other contributions	Targeted rates (differential) + fees and charges + financial contributions + other contributions	Targeted rates (differential) + general rates and revenue + reserves	Targeted rates (differential) + general rates and revenue + borrowings + reserves	High	High
Regional Road Safety		Whole community	Benefit occurs in the year the funding is provided and on-going	Road users		Road safety is mostly for the greater public good. Training and events are provided and negative effects can result if these events are not attended by key audiences.	Fees and charges + general rates and revenue	Fees and charges + general rates and revenue	General rates and revenue	General rates and revenue	High	Low
Community Facilities												
Parks, Reserves , Sportsgrounds and Public Spaces (have a separate line for sportsgrounds so we don't have not applicable and users together?)	Mana Tangata	Whole community, sportsground users	Benefit occurs in the year the funding is provided	Not applicable, sportsground users	Separate funding of this activity is not practicable and there is an equal opportunity for all ratepayers and residents to benefit.	Individuals have a private benefit from the availability of parks, reserves, sportsgrounds and public spaces. There is also a significant public benefit in the availability of these services.	Fees and charges + general rates and revenue	General rates and revenue + borrowings	General rates and revenue	General rates and revenue + borrowings + reserves	High	Low
Recreation Centres - Halls		Users of the service	Benefit occurs in the year the funding is provided	Users of the service	While the users of this service can be identified and are charged, there is some public benefit from its provision	Individuals receive high benefit from the use of the service; however, there are social benefits to the community in the availability of these facilities.	Fees and charges + general rates and revenue	Grants + Surpluses from Rentals + Donations + Borrowings	General rates and revenue	General rates and revenue + borrowings + reserves	High	Low
Recreation Centres - TSB Hub		Users of the service	Benefit occurs in the year the funding is provided	Users of the service	While the users of this service can be identified and are charged, there is some public benefit from its provision	Individuals receive high benefit from the provision of the service and there are social and economic benefits to the community.	Fees and charges + general rates and revenue + grants and sponsorship	Grants + surpluses from rentals + donations + borrowings	General rates and revenue + grants	Borrowings + reserves + grants + investment	High	Low
Swimming Pools - Aquatic Centre		Users of the service	Benefit occurs in the year the funding is provided	Users of the service	Users are charged for this service but not the full cost in recognition of the public benefit.	Individuals receive high benefit from the use of the service and there is a wider community benefit in its availability for social reasons. The Aquatic Centre provides a higher level of service, which is partly recovered by fees and charges.	Fees and charges + general rates and revenue + grants	Grants + surpluses from rentals + donations + borrowings	General rates and revenue + interest	Borrowings + reserves + grants + investment	High	Low to Medium
Swimming Pools - Rural Pools		Users of the service	Benefit occurs in the year the funding is provided	Users of the service	Users are not charged for this service in recognition of the public benefit of providing swimming pools in our smaller communities.	Individuals receive benefit from the use of the service and there is a wider benefit to the community in the free availability of this service for recreational purposes.	General rates and revenue	Grants	General rates and revenue	General rates and revenue + borrowings + reserves	High	Low to Medium
Public Toilets		Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going	Users of the service	The costs of charging users would greatly exceed the revenue collected and there is a public benefit in providing toilets	Individuals receive high benefit from the use of the service and there is a wider benefit to the community in the availability of this service for sanitary reasons.	General rates and revenue	General rates and revenue + borrowings	General rates and revenue	General rates and revenue + borrowings + reserves	High	Medium

Ordinary Council - Reports

	Community Outcomes	Who benefits?	Period of Benefit (intergenerational principle)	Whose actions create the need?	Costs vs benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Capital	Operational	Capital	Public %	Private %
Holiday Parks		Users	Benefit occurs in the year the funding is provided and on-going	Visitors to the District		Individual visitors receive high benefit from the provision of the service and there are economic benefits to the community.	Fees and charges	Grants + surpluses from rentals	General rates and revenue	General rates and revenue + borrowings + reserves	Low to Medium	Medium to High
Cemeteries		Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going	Users of the service	Users are charged for these service but not the full cost in recognition of the public benefit.	Individuals receive a high public health benefit from provision of this service although it also has a reserve function and useful historic value.	Fees and charges + bequests	Fees and charges + borrowings + financial contributions + bequests	General rates and revenue	General rates and revenue + borrowings + reserves	Medium	Medium to High
Housing for the Elderly		Users of the service, whole community	Benefit occurs in the year the funding is provided and on-going - current and future tenancies	Users of the service		Selected individuals receive the greatest benefit from this activity. There is a social benefit to the wider community from the provision of housing for older people.	Fees and charges + general rates and revenue	Grants + borrowings + reserves + asset sales	General rates and revenue	General rates and revenue + borrowings + reserves	Low	Medium
Hāwera Cinemas		Users of the service	Benefit occurs in the year the funding is provided and on-going	Users of the service		Individuals receive high benefit from the provision of the service, which also contributes to the social and leisure fabric of the community.	Fees and charges + general rates and revenue	Grants + borrowings	General rates and revenue	General rates and revenue + borrowings + reserves	Medium	Medium
Corporate Property		Users of the service	Benefit occurs in the year the funding is provided and on-going	Medium	Users are charged for this service but some are not charged the full cost in recognition of the public benefit.	Individuals receive high benefit from the use of sundry Council properties. This activity also manages a small number of properties used for community good by not-for-profit organisations.	Fees and charges + general rates and revenue	General rates and revenue + borrowings	General rates and revenue	General rates and revenue + asset sales + reserves	Low	High
Arts & Culture												
Arts		Users of the service, the whole community	Benefit occurs in the year the funding is provided	Users of the service	While the users of this service could potentially be identified and charged, the costs would outweigh the public benefits.	The community receives the benefit of this activity together with individuals who are able to enhance their skills through this process.	Fees and charges + general rates and revenue	N/A	General rates and revenue	N/A	High	Low
Heritage (Museum)		Users of the service, the whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable	Museum users can be identified and could be charged, but the Council feels there is a high public benefit in making entry freely available.	There are the wider benefits of education, retention of heritage and community identity, while individuals benefit from the displays and information.	Fees and charges + general rates and revenue + grants	N/A	General rates and revenue	Borrowings + reserves	High	Low
LibraryPlus		Users of the service, the whole community	Benefit occurs in the year the funding is provided and on-going	Users of the service	Separate funding of this activity is not practicable and there is an equal opportunity for all ratepayers and residents to benefit.	Individuals receive high benefit from the use of this service and its availability has a wider social benefit to the community.	Fees and charges + general rates and revenue	Grants + bequests + borrowings	General rates and revenue + investment income	Reserves + borrowings + general rates and revenue	High	Low to Medium
Economic Development												
Economic Development		Users of the service, the whole community	Benefit occurs in the year the funding is provided and on-going	People wishing to establish or expand businesses, and local residents	While the users of these services could be identified and charged, it would be counter-productive to do so, as the Council wants to encourage economic development, tourism and events for the benefit of the District.	Individuals benefit directly from the use of the service and the community indirectly benefits because of the positive economic impacts.	Fees and charges + targeted rates	N/A	General rates and revenue + targeted rates (differential) + reserves	Borrowings + reserves	High	Low
Tourism and Events		Users of the service, the whole community	Benefit occurs in the year the funding is provided	Visitors, local residents		Individuals benefit directly from the use of the service and attending events and the wider community benefits from the vibrancy that events bring. The community benefits indirectly through the positive economic impacts.	Fees and charges + general rates and revenue	Borrowings	General rates and revenue + reserves	General rates and revenue + borrowings + reserves	High	Low
Community Development												
Community Development		The whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable		The community receives the greatest benefit from the outcomes of this activity.	General rates and revenue	N/A	General rates and revenue	N/A	High	Low

Ordinary Council - Reports

	Community Outcomes	Who benefits?	Period of Benefit (intergenerational principle)	Whose actions create the need?	Costs vs benefits	Rationale	Funding Sources Private		Funding Sources Public		Benefit Proportions	
							Operational	Capital	Operational	Capital	Public %	Private %
Community Support	Mana Tangata	The whole community	Benefit occurs in the year the funding is provided	Not applicable	Separate funding of these activities is not practicable and there is an equal benefit to all ratepayers and residents.	The public good component of this activity recognises the contribution made by organisations and groups within the community and offers a helping hand in appreciation of this voluntary contribution in the way of grants. The civil ceremonies and recognition awards contribute to the social and cultural well-being of the community.	N/A	N/A	General rates and revenue + reserves	General rates and revenue + borrowings + reserves	High	Low
Environmental Management												
Environment and Sustainability	Mana Tangata, Mana Taiao	The whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable	Separate funding of these activities is not practicable and there is an equal benefit to all ratepayers and residents.	This activity is a high public good as it focuses on improving environmental sustainability across the District.	N/A	N/A	General rates and revenue	General rates and revenue + grants	High	Low
Environmental Policy		The whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable		This activity is a high public good because it sets the overall framework for development within the District.	Fees and charges	N/A	General rates and revenue + borrowings	N/A	High	Low
Emergency Management		The whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable		This activity is about preparedness for a disaster and is a high public good.	N/A	N/A	General rates and revenue	N/A	High	Low
Regulatory Services												
Building Control	Mana Tangata, Mana Taiao	Users of the service, the whole community	Benefit occurs in the year the funding is provided	Users of the service - applicants for building consents and those doing building work	Users are charged for these services but the full costs are not recovered in recognition of the fact that some public benefit is derived from each activity.	There is a high level of private benefit to the applicant and some public benefit.	Fees and charges	N/A	General rates and revenue	Borrowings + reserves	Low	High
Planning		Users of the service, the whole community	Benefit occurs in the year the funding is provided	Users of the service - applicants for resource consents and developers		There is a high level of private benefit to the applicant and some public benefit from sustainable development.	Fees and charges	N/A	General rates and revenue	Borrowings + reserves	Medium to High	Low to Medium
Environmental Health - Licensing, Alcohol and Gambling		The whole community	Benefit occurs in the year the funding is provided	Users and providers of these activities and services, Government		These activities have a high public good through the protection of public health and well-being.	Fees and charges	N/A	General rates and revenue	N/A	Medium to High	Low to Medium
Nuisance Control (Noise)		The whole community	Benefit occurs in the year the funding is provided	Community members that do not comply with bylaws and other controls		This activity has a high public good through public protection.	Fees and charges	N/A	General rates and revenue	N/A	High	Low
Animal Services		The whole community	Benefit occurs in the year the funding is provided	Community members that do not comply with bylaws and other controls		Within the activity there is a high degree of public benefit, but the costs are influenced by the people who create the need for the service.	Fees and charges	Fees and charges + borrowings + reserves	General rates and revenue	General rates and revenue + borrowings + reserves	Medium	Medium to High
Parking Control		The whole community, CBD retailers	Benefit occurs in the year the funding is provided	Community members that do not comply with bylaws and other controls		This activity has a high public good by creating the availability of carparks. There are some benefits for retailers within the CBDs, but the costs are influenced by the people who create the need for the service.	Fees and charges	N/A	General rates and revenue	Borrowings + reserves	Low	High
Coastal Structures												
Coastal Structures	Mana Tangata	Users of the service, the whole community	Benefit occurs in the year the funding is provided and on-going	Local people and visitors who want to access the sea and the coast	Separate funding of this activity is not practicable and there is an equal opportunity for all ratepayers and residents to benefit.	Individuals receive high benefit from the provision of the service and there are social benefits to the community through access to beaches and the sea.	General rates and revenue	Grants + borrowings	General rates and revenue	General rates and revenue + borrowings	High	Low
Corporate Activities												
Audit and Risk, Customer Services, Information Services, People and Capability		Users of the services, the whole community	Benefit occurs in the year the funding is provided and on-going	Not applicable	Separate funding of this activity is not practicable and there is an equal benefit to all ratepayers and residents.		Overhead recoveries	Grants + borrowings	General rates and revenue	General rates and revenue + borrowings	High	Low

Te Hihira me te Whakapānga Kaupapa Here Significance and Engagement Policy

Executive Summary

The Council is responsible for making decisions on behalf of its communities. We engage with our communities every day and in different ways. This can range from simple messages to keep an individual or group informed, or it can be a two-way process where we ask the community for their viewpoint. This information is used to inform the decisions the Council makes.

This policy provides guidance to the community about when they can expect to be informed about a proposal, or be asked for their view on an issue, to feed into the decision making process.

Purpose

This policy establishes an approach for determining the significance of Council decisions and sets out when and how we will engage with communities in our decision making, relative to the significance of the decision.

We want to:
have the right conversations - with the right people - about the right issues

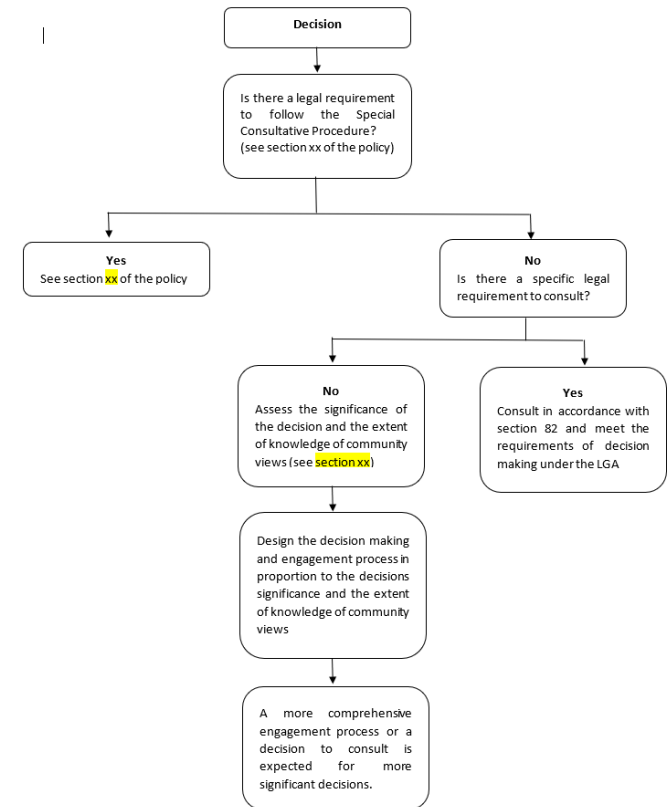
Objectives

The objectives of this policy are:

- a) To enable the Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions and activities.
- b) To let communities know how and when they can expect to be engaged in the Council's decision making processes.
- c) To inform the Council from the beginning of a decision making process about the extent, form and type of engagement required.
- d) To ensure that the Council meets all legislative requirements for consultation and community engagement, including the requirements of section 76AA of the Local Government Act 2002 (LGA 2002).

Policy

1. Process overview diagram



Te Hihira me te Whakapānga Kaupapa Here Significance and Engagement Policy

2. Determining Significance

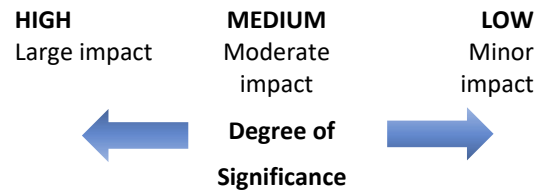
We first need to consider the level of significance in relation to the proposal, asset, decision or activity.

The following sections provide the step by step process for how we determine significance.

2.1 Assessment

For each decision an assessment will be undertaken by the report writer using the following thresholds and criteria, to determine significance:

2.1.1 Degree of significance



2.1.2 Criteria to determine significance

Council officers will need to think about the following five criteria, and make a recommendation to the elected members about the decision’s significance. The final decision about the significance of any matter rests with elected members.

Criteria	Measure
Degree	The number of residents and ratepayers affected and the degree to which they would be affected by the decision or proposal.
Levels of service	The achievement of, or ability to achieve, the Council’s stated levels of service as set out in the Long Term Plan.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest in South Taranaki.
Financial	The impact of the decision or proposal on the overall budget or whether it is included in an approved Long Term Plan and the Council’s ability to carry out its existing or proposed functions and activities now and in the future.
Reversible	The degree to which the decision or proposal is reversible.
Environment	The degree of impact the decision would have on the environment.

2.2 Strategic Assets

Under section 76AA (3) of the LGA 2002, the Council must list the assets it considers to be strategic assets. It has considered the previous list and re-confirmed that the following assets or groups of assets are strategically important to achieve and promote the current and future well-being of the South Taranaki community:

- All roading networks;
- ~~All solid waste networks (excluding buildings);~~
- ~~All water supply networks (excluding buildings);~~
- ~~All wastewater networks (excluding buildings);~~
- ~~All stormwater networks (excluding buildings);~~
- and
- Housing for the elderly.

~~The stormwater, wastewater and water networks will be removed from the Council’s direct ownership and management as from 1 April 2025, and will no longer be our strategic assets.~~

Where a strategic asset is a network, or has many components, decisions can be made on individual components within the network without being regarded as significant, unless that component substantially affects the level of service provided to the community.

Decisions can be made to physically alter strategic assets to prevent an immediate hazardous situation arising or repair an asset due to damage from an emergency or unforeseen situation. Any decision

relating to the sale or transfer, or sale of a shareholding of any of the above mentioned assets, is a significant matter and will trigger the Special Consultative Procedure (SCP).

See also section 3.6 (Determining when not to engage).

~~Te Hihira me te Whakapānga Kaupapa Here~~ Significance and Engagement Policy

2.3 Requirements for reports:

2.3.1 Every agenda item requiring a Council decision will require the report writer to consider significance and engagement, as defined within this policy.

2.3.2 Each decision will be considered case by case to determine significance.

2.3.3 The consideration, disclosure and engagement will be proportional to the significance of the decision.

3. Engagement

After assessing the level of significance, we decide on the level of engagement required.

3.1 Principles of engagement

- **Genuine** – we will engage honestly, and will respect and listen to the community's views with an open mind, and will give due consideration to them when making decisions.

- **Timely** – we will engage with the community as early as practicable. We will allow time for participants to contribute, and for them to be able to raise points on the issue.
- **Purposeful** – we will be clear about the purpose of the engagement and the ability and scope of the engagement to influence the decision.
- **Inclusive and accessible** – we will engage in a way that encourages participation by all who are likely to be affected by, or are interested in, a decision.
- **Recognition of diversity** – we will try to engage in ways that are appropriate to the issue and those we are seeking to engage, having regard to their culture, age, and ability.
- **Informed** – we will provide clear, easy to understand and objective information relating to the engagement, and ensure it is readily available so participants can make informed contributions.

3.2 Determine level of engagement

We have identified four levels of engagement that we may use to convey information to the community on decisions we make.

Engagement assessment levels

Level	Goal
Inform	To provide the public with balanced and objective information to help them understand the problems, alternatives, opportunities and/or solutions.
Consult	To obtain public feedback on analysis, alternatives and/or decisions.

Involve To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Collaborate To partner with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.

**Te Hihira me te Whakapānga Kaupapa Here
Significance and Engagement Policy**

3.3 How we will engage

3.3.1 We will communicate across multiple channels to reach ratepayers and residents. This may include:

- Council’s website
- Sent with rates notices - *Southlink Extra*
- Local newspapers (*Southlink* and public notification)
- Email
- Social media
- Antenno
- Face to face meetings / events
- Online surveys
- Other means of communication on a case by case basis

3.3.2 For any engagement above level “Inform”, an officer must complete a communications plan and or engagement plan. [See link here:](#)

3.4 Providing information

Depending on the level of engagement (when we will inform, consult, involve or collaborate), we will generally provide information on:

- What is proposed?
- Why?
- What options are available?
- Our preferred option, and why, when it’s appropriate to say so.
- Costs and rating impact, if applicable.
- How the community can have its say.

- The timeframe and the process.
- How we will communicate the outcome.

There will be times when engagement will mean that not all of the information listed above can be provided, depending on the level of engagement we have decided to use.

We want to:
concentrate on having the right conversations - on the issues that are genuinely significant to the South Taranaki community.

3.5 Engagement with Māori

The LGA 2002 provides principles and requirements to facilitate participation of Māori in local decision making processes.

Our goal is greater engagement with Māori, which includes strengthened and ongoing partnerships. We aim to receive advice, appropriate information and understanding from Iwi groups about the potential implications and/or effects of proposals on tangata whenua values.

Our engagement with Māori is outlined in [He Pou Tikanga / Ngā Iwi-Council Partnerships Strategy](#)~~the Iwi Council Partnership Strategy.~~

~~Te Hihira me te Whakapānga Kaupapa Here~~ Significance and Engagement Policy

- Decisions that are commercially sensitive (for example, awarding contracts).
- Any decisions made by delegation/sub delegation to officers.
- Entry or exit from a development agreement (private contract) as per section 207A LGA 2002.
- Decisions in relation to regulatory and enforcement activities.
- When we are not required to consult by law, we can consider making a decision without consultation on a case by case basis.

4. Formal Consultation

3.6 Determining when not to engage

There are times when the Council will not consult with the community, because the issue is routine, or operational, we must meet certain standards, or because there is an emergency. We also want to strike the right balance, and not over-consult. ‘Consultation fatigue’ could result in the community tuning out of conversations with us.

Here are some examples of things we won’t be asking about:

- Organisational decisions such as staff changes and operational matters that do not reduce a level of service;

4.1 Special Consultative Procedure

Some legislation specifically requires us to use the Special Consultative Procedure (SCP) to engage with the public. This is a very prescribed process set out in section 83 of the LGA 2002. The SCP is the most common type of formal consultation we undertake. This process is required for some plans and processes, including but not limited to, adopting or amending a Long Term Plan or bylaw.

The SCP process requires us to prepare a statement of proposal and make it publicly available. We are required to collect feedback from the public in the form of submissions for a minimum of one month, and allow each submitter the opportunity to present their views at a hearing.

- Emergency management activities during a state of emergency – Civil Defence Emergency Management Act 2002;
- Decisions taken to manage an urgent issue; or
- Decisions to act where it is necessary to:
 - Comply with the law;
 - Save or protect life, health or amenity;
 - Prevent serious damage to property;
 - Avoid, remedy or mitigate an adverse effect on the environment;
 - Protect the integrity of existing and future infrastructure and amenity.

If the SCP is required, we must use the process described in the LGA 2002, and we are not required to undertake an assessment using sections 2 and 3 of this policy.

4.2 Hearings and Feedback

- Hearings are held at the Council Chambers, Albion Street, Hāwera, unless otherwise designated.
- Submitters can give their feedback using audio link or audio-visual link. We provide free internet access and terminals at every LibraryPlus in the District.
- We can facilitate interpretation, including Te Reo Māori and New Zealand sign language.

- We will acknowledge the receipt of any submission.
- We notify the decision by email or letter and on the Council's website.

5. Definitions

The Council is the South Taranaki District Council (elected members and/or officers).

6. Review of Policy

The Significance and Engagement Policy will be reviewed every three years, as part of the Long Term Plan process, to ensure it reflects the way in which the Council engages with its communities.

Te Hihira me te Whakapānga Kaupapa Here
Significance and Engagement Policy

Assessment Matrix

	Criteria		Explanation			Assessment score (number)
2.2	1. Strategic asset?	Yes	Is it a strategic asset where levels of service are impacted?	Yes	3	
				No	0	
		No		0		
Determining Significance (section 2.1.2)	2. Number of people affected?		LOW Less than 100		1	
			MEDIUM Less than 500 but more than 100		2	
			HIGH Greater than 500		3	
	3. Degree of impact on people affected		Criteria 3-9 require qualitative assessment. Remember: <ul style="list-style-type: none"> • Front page newspaper test • Impact on individuals and groups • Potential benefit vs. risks • Financial cost of the outcome • Potential precedent set • Related to land or water? • Assessed against environmental sustainability and climate change criteria? • Of political interest 			
	4. Impact on levels of service					
	5. Level of potential community interest					
	6. Cost of proposal					
	7. Is the decision reversible? Yes = 0, No = 2					
8. Degree of impact on the environment						
9. Impact on Māori						
3.5			N/A = 0 L = 1 M = 2 H = 3			
Total			Low / Medium / High (circle one)			

Level of significance	LOW	Score of 10 or less	
	MEDIUM	Score between 11 and 19	
	HIGH	Score of 20 or above	

~~Te Hihira me te Whakapānga Kaupapa Here~~
Significance and Engagement Policy

Once the level of significance has been calculated from the matrix, this decides the engagement level to be used, as follows:

Level of significance	Engagement level
LOW	Consultation may not be required, or inform only (case-by-case basis)
MEDIUM	<u>Must</u> inform, consult or involve.
HIGH	Must consult, involve or collaborate.

Te Hihira me te Whakapānga Kaupapa Here Significance and Engagement Policy

Determining Significance guidance

Criteria	Measure	High	Medium	Low
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Impacts a large proportion of the community. <i>(for example, change in rubbish collection)</i>	Impacts a subgroup or groups within the community <i>(for example, creation of neighbourhood playground)</i>	Impacts an individual person or household. <i>(for example, removal of one light on the roadside outside a house)</i>
Levels of service	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long-Term Plan 2024-2034.	Ceasing or commencing a service.	A more than nominal alteration of a service.	A nominal or no alteration of a service
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest in South Taranaki.	High degree <i>(for example, town centre redevelopment)</i>	Moderate degree <i>(for example, disposal of surplus land/building)</i>	Low degree <i>(for example, putting in a new bus stop)</i>
Financial	The impact of the decision or proposal on the overall budget or whether it is included in an approved Long Term Plan, and the Council's ability to carry out its existing or proposed functions and activities now and in the future.	Unbudgeted operating costs greater than 10% of total expenses in the financial year of the decision. And/or Unbudgeted capital costs greater than 1% of total assets in the financial year of the decision.	Unbudgeted operating costs greater than 5% (but less than 10%) of total expenses in the financial year of the decision. And/or Unbudgeted capital costs greater than 0.5% (but less than 1%) of total assets in the financial year of the decision.	Unbudgeted operating costs less than 5% of total expenses in the financial year of the decision. And/or Unbudgeted capital costs less than 0.5% of total assets in the financial year of the decision.
Reversible	The degree to which the decision or proposal is reversible.	Highly difficult <i>(for example, constructing a purpose built building)</i>	Moderately difficult <i>(for example, adoption of a bylaw)</i>	Low difficulty <i>(for example, minor amendment to a policy)</i>
Environment	The degree of impact the decision will have on the environment	Significant impact on the environment	Has some impacts on the environment.	Has little or no impact on the environment

10. Whakataunga kia noho tūmatanui kore / Resolution to Exclude the Public

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

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 the passing of this resolution
1. Confirmation of minutes – Ordinary Council held on 11 December 2023	Good reason to withhold exists under Section 7.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No	Interest
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i)).