

Location: Tonkin + Taylor, 105 Carlton Gore Road, Newmarket or Skype

Present: Alice Grace Morrison Low & Associates Ltd (Chair) (by Skype)  
Jonathan Caldwell Waikato Regional Council (by Skype)  
Laurence Dolan EnviroNZ  
Rowan Latham Environment Canterbury (by Skype)  
Simonne Eldridge Tonkin + Taylor Ltd (Board Champion)

Apologies: Eric Souchon HG Leach & Co  
Ian Kennedy Waste Management NZ

In attendance: Nic Quilty WasteMINZ

**1. Meeting open, apologies and agenda**

- The meeting began at 12.15pm

**2. Previous minutes of 7 August 2018 – accepted?**

Resolution: That the Steering Committee receives and approves the previous minutes.

Moved: Simonne Eldridge

Seconded: Jonathan Caldwell

Carried: Unanimously

**3. Actions arising from last meeting on 7 August 2018**

Action	Allocated to	Deadline	Status
Draft email to the Project Team for the 2016 version of the <i>Technical Guidelines for Disposal to Land</i> advising why they were updated and attaching the updated version	Nic	10 Aug 18	Completed
Forward the updated version of the <i>Technical Guidelines for Disposal to Land</i> to Jonathan and Rowan (so that they can distribute to the RWCLof) and Nigel Clarke (so, as agreed, MfE can remove the CAE guidelines from their website and place the updated version of the Technical Guidelines for Disposal to Land on their website)	Nic	10 Aug 18	Completed
Discuss which one of them will contact Nigel to discuss who owns the <i>Technical Guidelines for Disposal to Land</i>	Nic & Simonne	10 Aug 18	Completed
In the submission for the draft National Planning Standards, ask for a definition of infrastructure to be included in the Standards and provide a definition (Waste Management has a definition in their submission, which Alice can use) and forward final version to Nic	Alice	14 Aug 18	Completed
Forward the submission on the draft National Planning Standards to MfE (copying the Steering Committee in)	Nic	17 Aug 18	Completed
Ask Andi Brotherston if she can draft up the thought piece on broadening and raising the levy and have it finalised prior to the conference	Simonne	15 Aug 18	Completed
Advise the Steering Committee if Andi is happy to draft up the thought piece on broadening and raising the levy and finalise it prior to the conference	Simonne	17 Aug 18	Completed
Identify three key points (and sub-points under these key points) that the Steering Committee would like raised in the thought piece and circulate to the Steering Committee for their approval	Eric	15 Aug 18	Completed
If Andi is able to draft the thought piece on broadening and raising the levy, forward Steering Committee's key points and sub-points to Andi	Nic	30 Aug 18	Completed
Remove activities 2.2, 2.3 and 2.5 from the work plan	Nic	10 Aug 18	Completed
Add Laurence as the goal champion (together with Simonne) for Goal 3 on the work plan	Nic	10 Aug 18	Completed
Replace Goal 3's activities in the work plan with: <ul style="list-style-type: none"> <li>• Engage with conversations on how the Emissions Trading Scheme is being interpreted</li> <li>• Draft up a thought piece on climate change and New Zealand's carbon footprint</li> </ul> Keep a watching brief on the changes to the Waste Disposal Levy	Nic	10 Aug 28	Completed

Replace Simonne with Alice as the goal champion for Goal 4 in the work plan	Nic	10 Aug 18	Completed
Add in the thought piece on broadening and increasing the waste disposal levy as an activity in Goal 4 of the work plan	Nic	10 Aug 18	Completed
Change the deadline on activity 5.1 to September 2018	Nic	10 Aug 18	Completed
Change the deadline on activity 5.2 to September 2018	Nic	10 Aug 18	Completed
Report back to the Steering Committee once the 16 August meeting has been held with MfE on end of life tyres and the Steering Committee will reassess whether to keep activity 5.2 in the work plan	Rowan	20 Aug 18	Completed
Replace goal champions with Rowan and Jonathan in Goal 6	Nic	10 Aug 18	Completed
Add the following activities under Goal 6 in the work plan: <ul style="list-style-type: none"> <li>Keep abreast of developments in PFAS (Laurence will be the project lead)</li> <li>Keep abreast of developments in Hydrovac (Rowan will be the project lead)</li> </ul>	Nic	10 Aug 18	Completed
Forward options for the next meeting at the end of November (Wednesday or Thursday only)	Nic	30 Aug 18	Completed

#### 4. Technical Guidelines for Disposal to Land – Revisions 2 and 3

- The Steering Committee discussed the issues surrounding the guidelines.
- ACTION:** Nic will ask Paul Evans to include the following agenda item at Thursday’s Board meeting: Letter to MfE outlining the Disposal to Land Sector Group’s concerns about the *Technical Guidelines for Disposal to Land*. The Board will then decide who, at the Ministry, to escalate this letter to.

#### 5. Thought piece - finalising

- Steering Committee feedback:
  - Under the ‘A commitment to the Circular Economy’ section:
    - Replace ‘The WasteMINZ Disposal to Land Sector Group are fully committed to Circular Economy principals...’ with ‘The WasteMINZ Disposal to Land Sector Group are fully committed to Circular Economy principals (i.e. keeping material in the cycle)...’
    - Replace ‘Although there may be benefits to NZ Inc by diverting was from landfills...’ with ‘Although there are benefits to NZ Inc by targeted diversion of waste from landfills...’
  - Under the ‘Enforceable standards’ section:

- Some people think that incineration is the only solution. We need to say uncontrolled open burning.
- We don't have anything about unintended consequences.
- Replace 'It is not uncommon internationally to see an increase in inappropriate disposal or illegal dumping when levies are increased or expanded' with 'It is not uncommon internationally to see an increase in inappropriate disposal, illegal dumping or uncontrolled burning of waste when levies are increased or expanded'.
- Insert 'A potential regulatory response to uncontrolled burning of waste could be incorporated in the current review of the NES for air quality'.
- Under the 'Levy-exempt materials' section:
  - Replace 'what materials are exempt, regardless of which landfill they go to' with 'what materials are beneficial for re-use for cover, and therefore exempt'.

## 6. General business

- Paul Evans would like the chairs of each of the steering committees to present at next year's Board meetings. Alice will be presenting at the first meeting (likely to be late March).

## 7. Next year's meetings

- Rowan would like these to be moved to a Wednesday or Thursday. Does this suit everyone? No problem.
- Nic would like to make these meetings an hour and a half or two hours, as an hour is not long enough.
- Steering Committee: Extend to 90 minutes, but only use all of this time each meeting if it is necessary. 12pm to 1.30pm meetings are good. Book up meetings for the year.
- ACTION: Nic to liaise with Alice and Simonne and forward invites for all of next year's meetings.

**Action items from this meeting**

Action	Allocated to	Deadline
Ask Paul Evans to include the following agenda item at Thursday’s Board meeting: Letter to MfE outlining the Disposal to Land Sector Group’s concerns about the <i>Technical Guidelines for Disposal to Land</i>	Nic	4 Dec 18
Thought piece: <ul style="list-style-type: none"> <li>• Under ‘A commitment to the Circular Economy’ section:                             <ul style="list-style-type: none"> <li>○ Replace ‘The WasteMINZ Disposal to Land Sector Group are fully committed to Circular Economy principals...’ with ‘The WasteMINZ Disposal to Land Sector Group are fully committed to Circular Economy principals (i.e. keeping material in the cycle)...’</li> <li>○ Replace ‘Although there may be benefits to NZ Inc by diverting waste from landfills...’ with ‘Although there are benefits to NZ Inc by targeted diversion of waste from landfills...’</li> </ul> </li> <li>• Under the ‘Enforceable standards’ section:                             <ul style="list-style-type: none"> <li>○ Replace ‘It is not uncommon internationally to see an increase in inappropriate disposal or illegal dumping when levies are increased or expanded’ with ‘It is not uncommon internationally to see an increase in inappropriate disposal, illegal dumping or uncontrolled burning of waste when levies are increased or expanded’.</li> <li>○ Insert ‘A potential regulatory response to uncontrolled burning of waste could be incorporated in the current review of the NES for air quality’.</li> </ul> </li> <li>• Under the ‘Levy-exempt materials’ section:                             <ul style="list-style-type: none"> <li>○ Replace ‘what materials are exempt, regardless of which landfill they go to’ with ‘what materials are beneficial for re-use for cover, and therefore exempt’.</li> </ul> </li> </ul>	Nic	7 Dec 18
Check Alice’s availability and send invites for next year’s meetings (Wednesdays or Thursdays, 12pm to 1.30pm)	Nic	19 Dec 18

**Meeting closed at 1pm**