

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

Present: Alice Grace Morrison Low & Associates Ltd (Chair)  
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 Leach & Co  
Ian Kennedy Waste Management NZ

In attendance: Nic Quilty WasteMINZ

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

- The meeting began at 12.02pm

**2. Previous minutes of 4 December 2018 – accepted?**

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

Moved: Alice Grace

Seconded: Rowan Latham

Carried: Unanimously

**3. Actions arising from last meeting on 4 December 2018**

Action	Allocated to	Deadline	Status
Thought piece: Complete amendments	Nic	7 Dec 18	Completed
Check Alice’s availability and send invites for next year’s meetings (Wednesdays or Thursdays, 12pm to 1.30pm)	Nic	19 Dec 18	Completed

**4. Matters arising from minutes of 4 December 2018**

- There were no matters arising.

**5. Technical Guidelines for Disposal to Land – Revisions 2 and 3**

- MfE sent an email to Alice (as Chair of the Steering Committee), updating the Steering Committee on the process going forward.
- Nic summarised the email for the Steering Committee.
- The Steering Committee discussed the content of the email and identified potential Reference Group members to be forwarded to the Ministry.
- Alice will draft up a letter for review by Simonne and Nic.

**6. Thought piece – recipients and promotion**

- Nic: The thought piece has now been finalised, we now need to identify where it should go and how it should be promoted.
- Feedback from Steering Committee:
  - Publish it in revolve and people can then link to the article
  - Put on WasteMINZ’s LinkedIn
  - Put an item in enews
- Nic: I will discuss the above suggestions with Paul and advise the Steering Committee.

## 7. Work plan – reviewing and updating

- Goal 1:
  - Remove activities 1.1 to 1.5, as they have all been completed, i.e.
    - Establish liaison with WasteMINZ’s Health and Safety Sector Group’s asbestos working group
    - Reviewing existing regulations relating to disposal to land (New Zealand and overseas)
    - Feed into WasteMINZ’s Health and Safety Sector Group’s asbestos working group’s outputs
    - Provide guidance on the acceptance concentrations of asbestos containing materials in soil (if any) for the disposal to land
    - Provide guidance on the acceptable method of receipt of asbestos containing materials
  - Add an activity regarding Laurence being on the Working Group to develop the section addressing disposing of low concentrations of asbestos in soil to a landfill.
- Goal 2:
  - Remove action 2.1; Identify the Ministry for the Environment’s issues with the Guidelines, as this has been completed
  - Insert an action regarding being involved in the Reference Group for the extra section for the *Technical Guidelines for Disposal to Land*
  - Keep activity 2.3; Keep a watching brief on the waste disposal levy implications.
- Goal 3:
  - Remove activities 3.1 and 3.2, i.e.

- Engage in conversations on how the Emissions Trading Scheme is being interpreted
- Draft up a thought piece on climate change and New Zealand's carbon footprint
- Keep activity 3.3; Keep a watching brief on the changes to the Waste Disposal Levy.
- Goal 4:
  - Remove activities 4.1 to 4.1, as they have been completed, i.e.:
    - Draft a letter in support/not in support of the previous recommendations from the waste disposal levy review
    - Finalise waste disposal levy review letter to MfE
    - Forward waste disposal levy review letter to MfE
    - Draft up a thought piece on broadening and increasing the waste disposal levy
  - Insert the same activity that is under Goal 2 under this goal, i.e. being involved in the Reference Group for the extra section for the *Technical Guidelines for Disposal to Land*.
- Goal 5:
  - Remove activity 5.1; Promote findings of the New Zealand Rural Waste Minimisation Project, as this has been completed and is up on Environment Canterbury's website
  - Keep activity 5.2; Promote implementation of the new National Environmental Standard for End of Life Tyres (ELTs), particularly in rural setting/across farm users, as this is ongoing. MfE has come back to the NES steering group with variations around who is going to implement the NES. We don't have a timeframe, but it could be a couple of months.

- Keep activity 5.3;
  - Support agrichemical collection review:
    - Support development of new collection models
    - MfE funding for legacy chemicals

but remove Agrecovery restructure (as this has been completed). We are supporting Agrecovery have appointed a manager for a one-stop shop. We are looking at running some additional pilots, which will hopefully be their business as usual going forward.

- Goal 6:
  - Keep activity 6.1; Keep abreast of disaster waste management work currently underway by Environment Canterbury, Waikato Regional Council and Bay of Plenty Regional Council and provide feedback where appropriate, as this is ongoing.
  - Remove activity 6.2; Keep abreast of the development of the guidelines for management of waste disposal from the remediation of clandestine methamphetamine laboratory sites, as the guidelines have been completed. We are still running some pilots. The Canterbury pilot is in a couple of weeks and we are waiting on a funding application.
  - Keep activity 6.3; Keep abreast of developments in PFAS, as this is ongoing.
  - Remove activity 6.4, as it is really a compliance issue.
- Nic will forward the content of Bruce's agenda item on PFAS at the Contaminated Land Management Sector Group Steering Committee's meeting on 13 February to the Steering Committee.

**8. General business**

- A call for nominations for the Steering Committee will be carried out shortly. Nic will forward the timelines to the Steering Committee once she has finalised them.

**9. Next meeting**

- Wednesday, 22 May, 12pm to 1pm.

**Action items from this meeting**

Action	Allocated to	Deadline
Potential Reference Group members for Revisions 2 and 3 of the guidelines: Forward potential group members' names that operate in the clean fill and quarry space to the Steering Committee	Rowan	1 Mar 19
Revisions 2 and 3 of the guidelines: Draft up a response to MfE and forward to Simonne and Alice	Alice	25 Feb 19
Thought piece: Talk to Paul about the thought piece going in the May edition of revolve, being placed on WasteMINZ's LinkedIn and inserting an item in enews, linking it to the revolve article.	Nic	4 Mar 19
Work plan: <ul style="list-style-type: none"> <li>• Goal 1: Remove activities 1.1 to 1.5</li> <li>• Goal 1: Add an activity regarding Laurence being on the working group to develop the section addressing disposing of low concentrations of asbestos in soil to a landfill</li> <li>• Goal 2: Remove activities 2.1 and 2.2 and keep action 2.3</li> <li>• Goal 2: Insert an activity regarding being involved in the Reference Group for revisions 2 and 3 of the <i>Technical Guidelines for Disposal to Land</i></li> <li>• Goal 3: Remove activities 3.1 and 3.2 and keep 3.3</li> <li>• Goal 4: Remove activities 4.1 to 4.4</li> <li>• Goal 4: Insert the same activity that is under Goal 2 under this goal, i.e. being involved in the Reference Group for the extra section for the <i>Technical Guidelines for Disposal to Land</i></li> <li>• Goal 5: Remove activity 5.1 and keep 5.2</li> <li>• Goal 5: Keep activity 5.3, but remove Agrecovery restructure</li> <li>• Goal 6: Keep activities 6.1 and 6.3 and remove 6.2 and 6.4</li> </ul>	Nic	1 Mar 19

Action	Allocated to	Deadline
PFAS: Forward the content of Bruce Croucher's agenda item on PFAS at the Contaminated Land Management Sector Group Steering Committee's meeting on 13 February to the Steering Committee	Nic	1 Mar 19
Call for nominations for Steering Committee: Forward the timelines to the Steering Committee	Nic	8 Mar 19

**Meeting closed at 1pm**