



## SECTION 04: Appendices

### **Development Of Maori Capacity To Contribute To Decision-Making**

This appendix is intended to show how and why the Council will assist Maori to develop a greater capacity to contribute to Council's decision-making processes. Council is not well-advanced in this area, but will make progress in meeting its the statutory requirement.

### **Council-Controlled Organisations (CCOs)**

CCOs are basically organisations wherein Council controls 50% or more of the votes or the trustee appointments. This appendix provides information about the Council's policies and monitoring of its CCO (Horowhenua Library Trust) and the Manawatu Wanganui LASS Ltd

### **Summary Of Assessment Of Water And Sanitary Services**

A summary of a review of the provision of water, wastewater and stormwater systems in the District.

### **Summary Of Waste Management Plan**

A summary of the Council's Waste Management Plan, which explains how Council manages the solid waste stream and tries to reduce it.

### **Glossary**

Brief explanations of some of the terms used.

# Development of Maori Capacity to Contribute to Decision-Making

Parts 2 and 6 of the Local Government Act 2002 provide principles and requirements for local authorities that are intended to facilitate participation by Maori in local authority decision-making processes.

In particular, the role of local authorities as defined in Part 2 of the Act is, inter alia, to promote the social, economic, environmental and cultural well-being of communities, in the present and for the future. The principles relating to local authorities in performing their role include providing for opportunities for Maori to contribute to local authorities decision-making processes.

Part 6 of the Act relates to Council's planning, decision-making and accountability requirements. Section 81 requires a local authority to:

1. establish and maintain processes to provide opportunities for Maori to contribute to the decision-making processes of the local authority
2. consider ways in which it may foster the development of Maori capacity to contribute to the decision-making processes of the local authority
3. provide relevant information to Maori for the purposes of (1) and (2) above

Section 7 of the Act requires a local authority, in the course of its decision-making process, to take into account the relationship of Maori and the culture and traditions with their ancestral land, water, sites, wahi tapu, valued flora and fauna, and other taonga if any of the options identified in its decision-making process involves a significant decision in relation to land or a body of water.

Schedule 10 of the Local Government Act specifically requires Council to include in its LTCCP any steps that the local authority intends to take, having considered ways in which it might foster the development of Maori capacity to contribute to the decision-making processes of the local authority, over the period covered by that Plan.

Council proposes to address this matter by consulting with Iwi using the mechanisms defined in its current Memoranda of Partnership to determine the issues, if any, that are limiting their capacity to participate more fully in Council's decision-making processes, and to discuss options for resolving or reducing these issues.

During the 2008 calendar year Council signed two Memorandums of Partnership with Te Mauri O Rangitaane O Manawatu and Te Iwi O Ngati Tukorehe Trust.

These memoranda are enabling documents which have already provided significant benefit to the respective parties and their ongoing communication on a number of matters of mutual interest.

# Council-Controlled Organisation

The Local Government Act 2002 defines Council Controlled Organisations as (clause 6(1) (b)):

An organisation in respect of which one or more local authorities have, whether or not jointly with other local authorities or persons -

- (i) control, directly or indirectly, of 50% or more of the votes at any meeting of the members or controlling body of the organisation; or
- (ii) the right, directly or indirectly, to appoint 50% or more of the trustees, directors, or managers (however described) of the organisation

One organisation fits within the definition.

## **Horowhenua Library Trust**

### **Nature and Scope of Activities Provided**

The Horowhenua Library Trust is contracted by Council to promote, provide and maintain a comprehensive library service within the District.

The Trust also acts as Council's general service centre in Shannon.

### **Policies and Objectives on Ownership and Control**

The Council set the Trust in 1997 up by vesting its library assets in the Trust, transferring its library staff to the employ of the Trust and entering into contractual arrangements whereby the Trust receives an annual operating grant from Council but otherwise operates independently of Council. The Trust sets its policies, employs its staff, sets its budgets and generally engages in its activities without reference to Council.

The Council appoints all of the Trustees after calling for nominations from the public. None of the Trustees are Councillors.

The Council and the Trust negotiate management contracts of four-year terms, which specify the extent of the annual grants from Council.

### **Monitoring of Performance**

The Trust submits its Statement of Intent to Council for comment.

The key performance targets relate to opening hours at each of the libraries and the minimum sum to be spent on new books each year, as follows:

- purchase of new library materials to the value of \$160,000 in each of the next three years
- adult and junior book stock at Foxton, Shannon and Tokomaru changed on a four monthly cycle
- new books distributed in a ratio of 73%/10%/17% to Levin/Shannon/Foxton libraries respectively
- minimum opening hours per week 41.75/24/37 at Levin/Shannon/Foxton respectively

The Trust's annual accounts are audited by Audit NZ. The Council receives the Trust's audited annual reports.

# Summary of Assessment of Water and Sanitary Services

## Background

The Local Government Act 2002, section 125 requires the assessment of water and sanitary services in the District. This assessment was carried out in conjunction with the 2005/06 Annual Plan, and was adopted in June 2005. The assessment has been reviewed by officers of Council in 2008 and have determined that no changes are required.

## Drinking Water

The following communities are supplied with water by the Horowhenua District Council:

- Levin (including Ohau and a small part of Hokio Beach)
- Shannon
- Foxton
- Foxton Beach
- Tokomaru

The Horowhenua District Council will continue to supply potable water to the following towns, increasing the quantity and quality in accordance with the communities' demands as expressed through statutory and other consultation procedures.

Information on the water supplies is found in the publications of the Ministry of Health.

Process design and pilot trials are in hand for the Shannon water treatment plant and upgrading is programmed for implementation as soon as is practically possible.

Upgrading is also planned for Foxton and Foxton Beach, where taste and odour are a problem, and for Levin where the raw water turbidity is occasionally a problem.

Water supply services currently provided meet the current demands in the urban areas - other than the demand for irrigation water in the summer when restrictions are imposed. There are no plans for meeting this (non potable) demand because of the financial cost both in capital investment and in ongoing operation as well as the environmental detriment resulting from extracting

excess water during periods of stress on the water source. The restrictions have no public health significance; ample potable water is provided.

Future demands have been noted as likely to occur in the beach communities, and capacity increments can occur for Foxton and Foxton Beach water supplies by the provision of additional bores as necessary. These are not considered to be likely to be needed in the near future.

A steady increase in demand is expected as Levin grows, but there is sufficient source water available within current resource consents and it is only the capacity of the treatment plant that would constrain the supply. Upgrading for quality is under active consideration, and the proposals under consideration, when commissioned, will reduce the load on the existing plant enabling it to produce more water. It is therefore considered that future demands will be adequately met.

Water is supplied by private providers to the following 'communities':

- A group of houses south of Tokomaru by Stevenson's engineering
- Tatum Park convention centre, by the centre
- Richmond Fellmongery by the company
- Himatangi Estate, by the company

The following schools make their own provision of water: Manakau, Koputaroa, Poroutawhao and Opiki.

All of the above are considered to be potable water.

There is sufficient capacity in the treatment plants for each of the public supplies for all uses other than mid-summer irrigation. Restrictions are required on the use of hoses out of doors in Levin and Foxton most years. These restrictions do not in any way compromise the public health.

For all urban areas individual households could be supplied with tanks for collecting roof water which could be used for non-potable uses, increasing the availability of treated water for its highest value use.

For Foxton and Foxton Beach additional bores can tap the groundwater resource and it is possible to draw water from the Manawatu River or the Tasman Sea. The reticulation of both towns could be interlinked so as to provide additional redundancy and increase the flexibility of the total supply. The bore at Shannon could be connected to supply both Foxton and Shannon.

For Levin the supply could be augmented by drawing more from the Ohau River where it is currently drawn, or groundwater bores, or the existing Shannon bore could be piped down to Levin.

The Council also provides non potable water (intended only for stock water) through the Moutua water supply and the water races in the Waikawa, Kuku and Horowhenua race systems. No further reference is made to these systems in this assessment as they are not drinking water supplies.

The inland communities of Manakau and Opiki and the beach communities of Waikawa, Hokio and Waitarere do not have public water supplies. Like the rural people of the District they make provision for their own water by sinking bores, utilising sand traps or drawing water from roof tanks.

Beach communities are exposed to salt laden spray and there are therefore many houses are serviced by bore water. The quality of the ground water seems to be adequate at present although it is likely that there is or will be an increasing level of contamination as more intensive subdivision continues inland of the communities. The ground water flows towards the coast and the upper, unconfined aquifer is exposed to contamination. Lower, confined aquifers are unlikely to be affected.

Rural properties relying on roof water are exposed to a low level of risk of contamination from sprays, birds or animals. There is no evidence to date that the risks are sufficiently great as to result in disease.

Individual household roof water tanks are not considered to be suitable in the District because of the high cost per household.

Additional bores are considered to be highly suitable for Foxton and Foxton Beach. This has been a successful strategy to date in these towns.

Drawing water from the Manawatu River is not considered to be suitable because of the current level of contamination by silt, as well as the salt level in the lower, tidal reaches. These will both create environmental issues as the contaminants would have to be discharged from any treatment plant.

Desalination of water from the Tasman Sea is not currently considered to be a suitable option. The technology is in use overseas but it is as yet not cost effective compared with other available sources.

Supplying Foxton and Foxton Beach, or Levin from the Shannon bore is not considered to be suitable because of the cost of the pipework. The distances involved are around 20 kilometres and the cost is therefore around \$2million dollars in either case.

The interconnection of the reticulation of Foxton and Foxton Beach is physically feasible, and could be considered as an option, particularly if there is a much greater increase in demand in one village than there is in the other.

Augmentation of the Levin supply from the Ohau River is considered to be a suitable option because the treatment plant investment is in place.

Groundwater has recently been investigated for the Levin supply, with poor results.

## Community Sewage Systems

The following communities are supplied with sewage reticulation, treatment and disposal services by the Horowhenua District Council:

- Levin
- Waitarere Beach
- Shannon
- Foxton
- Foxton Beach
- Tokomaru

Increased demand on the sewage systems can be met by:

- implementing grey water recycling systems, which will also reduce water demands
- increasing the contaminant discharge
- increasing the disposal areas where there are irrigation systems for disposal
- implementing irrigation schemes where there are none at present
- increasing the efficacy of the treatment plants

Sewage services capacity is an issue in Waitarere Beach where development is occurring at the northern end of the township. Sewage from that area will pass through the existing system. Provision for increasing the capacity of the affected pump stations has been made in Council's plans.

Sewage services are supplied by private providers to the following 'communities':

- A group of houses on the northern side of Hokio by the Hokio A trust
- Tatum Park convention centre, by the centre
- the following schools which make their own provision for sewage disposal: Manakau, Koputaroa, Poroutawhao and Opiki

The inland communities of Manakau and Opiki and the beach communities of Waikawa, and Hokio, do not have public sewage systems. Like the rural people of the District they make provision for their own sewage disposal by septic tanks or other on-site systems.

In those areas where there are no public sewage systems, there is the option of reticulating them and concentrating their discharge at a single, consented location

Implementing grey water recycling systems, which will also reduce water demands, is not currently considered to be acceptable in the District. For reasons of financial, public health and environmental prudence, such systems need to be successfully used elsewhere where there is greater stress on the water resources before they will be considered in the Horowhenua.

Increasing the contaminant discharge is not considered to be a suitable option since there are environmental values to be protected.

Increasing the disposal areas where there are irrigation systems for disposal is considered to be highly suitable and this is occurring at present for the Foxton Beach scheme. Council is seeking to secure land to do an extension of the irrigation area for Levin.

Council is considering the provision of irrigation schemes for Shannon and Foxton where there are none at present during the course of the next ten years.

Increasing the efficacy of the treatment plants is a suitable option for the Shannon system where there is effectively only one oxidation pond. There is also scope for an increase in capacity at the Foxton Beach plant, programmed for implementation in the next 10 years, and at the Waitarere plant.

The option of reticulating those areas where there are no public sewage systems is impractical since the conditions placed upon discharge consents are now too onerous to be practically fundable, assuming that consents could be obtained at all.

The communities of Opiki, Waikawa Beach and Hokio Beach do not have public drainage systems.

Any properties that have no public water supply or sewage system are exposed to some level of risk. Their septic tanks are discharging contaminants including bacteria to the soil and properties that draw water from shallow aquifers or sand traps are exposed to risk.

This is most likely to arise in beach communities.

Where these properties are using roof water, the only contamination due to sewage will occur if the pipelines between the roof, the tank and the house are in close proximity to the pipelines between the house, the septic tank and the disposal field. Provided the construction standards are observed, this risk is minimal.

There is no evidence to date that the risks are sufficiently great as to result in disease.

## Community Stormwater Drainage Systems

The following communities have drainage services provided by the Horowhenua District Council. These services are provided to manage stormwater that originates on roads, except for parts of Foxton Beach where the stormwater system also drains private property.

- Manakau
- Ohau
- Levin
- Waitarere Beach
- Shannon
- Foxton
- Foxton Beach
- Tokomaru

Stormwater services are unlikely to require significant capacity increase, with the exception of the following three locations:

- Kings Canal, Foxton
- Nash Parade, Foxton Beach
- Queen St, Foxton Beach

These areas will be addressed in the next review of the Horowhenua District Council Stormwater Asset Management Plan.



# Summary of Waste Management Plan

This is a summary of the way in which the Council plans to deal with the flow of solid waste generated by the community. The full plan is available on request.

## Background

The Council's Waste Management Plan (WMP) was adopted on 5 October 2005. It deals with the solid waste generated, managed or processed within Horowhenua District and will form the basis of future waste management in the District.

For these purposes, waste means 'any material, solid, liquid or gas, that is unwanted and/or unvalued and discarded or discharged'.

The WMP:

- documents a strategy for the management of wastes
- sets goals and specific targets
- outlines the policies and methods required to achieve these
- aids Council in forecasting the financial and technical resources required to manage wastes in the foreseeable future
- will provide a blueprint for the management of wastes by the Council and those operating within its jurisdiction

It contains:

- objectives,
- policies and
- methods

for each of the defined facets of the waste management system.

## Framework

Section 3 of the Local Government Act 2002 provides for local authorities:

*"...to play a broad role in promoting the social, economic, environmental and cultural wellbeing of their communities, taking a sustainable development approach."*

Section 14 goes on to state that:

*"...in taking a sustainable approach, a local authority should take into account -*

- (i) the social, economic, and cultural wellbeing of people and communities, and*
- (ii) the need to maintain and enhance the quality of the environment, and*
- (iii) the reasonably foreseeable needs of future generations."*

Section 538 of the Local Government Act 1974 states:

*"Every territorial authority shall promote effective and efficient waste management within its District and, in so doing, shall -*

- (a) have regard to the environmental and economic costs and benefits for the District, and*
- (b) ensure that the management of waste does not cause a nuisance or be injurious to health."*

Every local authority is required to prepare a Waste Management Plan, which must consider (in order of priority) waste reduction, reuse, recycling, recovery, treatment and disposal.

The plan also takes into account:

- Council's Waste Management Plan Strategy 1999
- Report of the Zero Waste Focus Group October 2004 on waste management issues in Horowhenua District
- New Zealand Waste Strategy 2002
- The Kyoto agreement on the control of green house gas emissions.
- Resource consents
- Solid Waste Asset Management Plan
- Long Term Council Community Plan (supported by Annual Plans)
- Strategic Plan
- Revenue And Financing Policy
- Consultation on the December 2004 Draft WMP

The New Zealand Waste Strategy was initially a joint initiative of Local Government New Zealand and Ministry for the Environment. It is not a statute and the targets contained within it are voluntary. The full WMP summarises the targets and actions proposed in the New Zealand Waste Strategy and relevant sections of this WMP.

## Principles

The key guiding principles of the plan are:

### 1. The Waste Management Hierarchy

The management of wastes should be based on the following hierarchy of options:

- firstly to reduce the quantity of all material and the toxicity of hazardous material that enters the waste stream and the impact on the environment of producing it in the first place
- secondly to re-use as much material as possible using it again or for another purpose
- thirdly to recycle as much material as possible by reprocessing to make new or different products
- fourthly to recover as much material and/or energy from the waste stream as is possible so as to be able to use it in another way
- fifthly to provide environmentally safe and effective residual management

### 2. Waste Minimisation

A major emphasis of the plan is to promote activities that avoid the generation of waste and divert waste to become a resource rather than dispose of it.

### 3. Sustainable Resource Management

Management of the waste stream should reflect the need for sustainable management of natural and physical resources, and consider all aspects of resource use, waste generation, storage, transport, treatment and disposal.

### 4. Integrated Waste Management

A waste management system should provide a complementary mix of waste treatment methods representing the best environmental, financial and social choices for the District.

### 5. Responsibility for the Costs of Waste Disposal

People and organisations that are disposing waste should meet the full financial costs of managing their waste, as a strong incentive to change their behaviour and to reduce the quantities of waste requiring collection, treatment and disposal.

### 6. Partnerships in the Community

The ways in which wastes are managed must respect environmental limits, take account of community values and conditions and ensure that the community is involved in the implementation of improved waste management practices.

### 7. Transparency

The development, implementation and revision of the WMP and reporting against it will be undertaken in an open, transparent and accountable manner.

## Existing Solid Waste Management System

The Horowhenua has a population of approximately 30,000 and the waste is managed using the following facilities:

- Landfill (Hokio Beach Road)
- Transfer Stations at Foxton and Shannon
- Recycling Centres at Tokomaru, Opiki School, Shannon, Foxton, Foxton Beach, Waitarere Beach and Levin

Of the total quantity of waste generated in the District approximately 3,000 tonnes per annum is collected by the Council's contractor from the residential waste stream. The Council collection service uses plastic bags that are purchased by residents at a fee.

The Council also operates a kerbside collection system for recyclable materials.

The private sector provides:

- Wheelie bin collection services are offered by private providers independent from the Council
- Services are provided to industries and commercial premises by a range of providers, including liquid waste haulers
- A transfer station is owned and operated in Levin by a private provider

## Issues

Waste management issues specific to the Horowhenua include the following:

- The Council's role in providing service delivery i.e. Council versus private/community sector provision
- Providing a long term disposal solution for hazardous wastes for the District
- Moving beyond being a basic provider to being a key leader in executing more sustainable waste management practices

General waste management issues include the following:

- Establishing systems to advance waste minimization. Expenditure on alternative waste systems and practices is required if zero-waste ideas are to be achieved. Encouraging and assisting the separation, collection and reuse of recoverables and recyclables is an important part of this activity
- Ensuring that waste management practices within the District adopt a sustainable approach and meet the purpose of the LGA
- The relationship with other neighbouring authorities in providing waste management services
- Working with Horizons to achieve coordinated and effective waste management practices across the region
- Improving the effectiveness of promotion initiatives and the availability of information on waste minimisation initiatives and responsible waste management
- Using incentives to encourage and to assist the community to make informed, responsible choices regarding their waste disposal
- Cost recovery for waste minimisation activities
- Encouraging and assisting the separation and controlled disposal of hazardous and special wastes
- Ensuring waste services are available and affordable to all in the Horowhenua District
- Monitoring and ensuring that the methods implemented as a result of this Plan are achieving the purpose of the LGA, namely sustainable development, which includes the environment, economic, social and cultural considerations



## Objectives and Policies of the WMP

	Objectives	Policies
Integrated waste management	<ul style="list-style-type: none"> <li>• Adopt a coordinated approach to managing all waste operations and responsibilities</li> <li>• Provide environmentally and economically sustainable waste management services that address community expectations and fulfil legislative responsibilities</li> </ul>	<ol style="list-style-type: none"> <li>1. Follow a system of integrated waste management in managing wastes. This system will adopt the following hierarchy, listed in order of priority:” reduction, reuse, recycling, recovery, residual disposal</li> <li>2. Ensure that environmentally and economically sustainable waste management services are provided to meet community expectations and to fulfil its legislative responsibilities</li> <li>3. Consider supporting coordinated waste management programmes between local and regional authorities to achieve common goals, while retaining discretion over policy and activities within their separate authority areas</li> </ol>
Education and promotion	<ul style="list-style-type: none"> <li>• Increase the level of public, industry and commerce awareness regarding source separation and minimisation</li> <li>• Assist all sectors of the community to contribute towards developing, sharing and achieving the objectives of this Plan in an informed way</li> </ul>	<ol style="list-style-type: none"> <li>4. To raise awareness, through advocacy, of good waste management practices in accordance with the Waste Hierarchy of reduction, reuse, recycling, recovery and residue disposal</li> <li>5. To participate in the production and dissemination of regional and local waste reduction educational material to targeted sectors in the community</li> <li>6. Include in the 2009 Long Term Council Community Plan a budget for promotional and educational work</li> </ol>
Solid waste reduction	<ul style="list-style-type: none"> <li>• Minimise the total waste stream quantity through reduction</li> <li>• Advance the Council’s commitment toward a policy of Zero Waste</li> </ul>	<ol style="list-style-type: none"> <li>7. Provide a leadership role in waste reduction initiatives</li> <li>8. Encourage all commercial waste producers to implement cleaner production systems and to reduce waste production</li> <li>9. Use waste disposal charges to assist all waste producers to make informed, responsible decisions on their methods of waste management and disposal</li> <li>10. Reduce the incidence of illegal dumping of rubbish or ‘fly tipping’</li> </ol>
Solid waste reuse and recycling	<ul style="list-style-type: none"> <li>• Divert as much ‘waste’ as possible from being landfilled through the use of reuse and recycling systems</li> <li>• Have no recyclables disposed of to landfill if they can be recycled at a reasonable cost</li> </ul>	<ol style="list-style-type: none"> <li>11. Continue to support, manage or provide opportunities for region-wide reuse and recycling of waste materials</li> <li>12. Encourage and assist waste producers to separate, reuse and recycle waste</li> <li>13. Apply a levy on waste residue disposal in order to encourage waste producers to reduce, reuse and recycle, and also to support waste minimisation activities</li> <li>14. By 2010 reduce construction and demolition waste to landfill by 50% (by weight) of the December 2009 level</li> </ol>

Organic resource recovery	<ul style="list-style-type: none"> <li>• Maximise the quantity of organic material removed from the waste stream via composting</li> </ul>	<p>15. Support composting of greenwaste and other organic material to maximise the quantity of biodegradable material diverted from the waste stream</p> <p>16. Divert 60% of green waste from landfill for beneficial reuse by 2005</p> <p>17. Divert more than 95% of commercial organic wastes from landfill for beneficial reuse by 2010</p>
Hazardous wastes	<ul style="list-style-type: none"> <li>• Endeavour to minimise adverse effects on the environment and the community arising from the handling, transportation, treatment and disposal of hazardous and difficult wastes</li> </ul>	<p>18. To improve systems for the identification, management, treatment and disposal of hazardous waste</p> <p>19. In 2006 recovery and recycling rates were established for a priority list of hazardous wastes</p> <p>20. By 2012 recovery and recycling rates for priority hazardous wastes will be increased by 20%</p>
Residual solid waste collection and disposal	<ul style="list-style-type: none"> <li>• Ensure the provision of efficient and effective residual waste collection and disposal services for Horowhenua District in a safe and environmentally responsible manner</li> </ul>	<p>21. Ensure the most efficient, effective and long term economic residual waste collection and disposal service is provided that meets the communities needs while minimising environmental, social and cultural effects</p>
Cost recovery	<ul style="list-style-type: none"> <li>• Implement the most appropriate method of cost recovery for collection and disposal services and waste minimisation initiatives having regard to cost efficiencies, the public good component and affordability</li> </ul>	<p>22. Recover costs for solid waste management using direct user charges where appropriate</p>

## Methods Identified in the WMP

<b>Methods</b>	
<b>Integrated Waste Management</b>	
1.	The Council will make provision in its Asset Management Plan and Annual Plans to implement the Waste Management Plan. The Council will monitor progress in implementing this Plan through the Annual Plan processes.
2.	The Waste Management Plan will be reviewed by the year 2008 to ensure that its provisions continue to be appropriate to changing conditions in the District.
3.	Since 2006 the Council has maintained and enhanced the existing monitoring programme for collecting waste management information. This may include information relating to the waste source, waste stream, waste classifications under the NZ Waste Analysis Protocol, landfill filling rates and available capacities. In the longer term this may be enhanced by implementing a Waste Licensing System across the District. The Council will also make an assessment against targets established under this Plan.
4.	Community expectations of its waste management system will be monitored through the education and promotion process, and by inviting public comment through newsletters, community surveys and any other means as appropriate.
5.	The Council will liaise with other Territorial Local Authorities in managing wastes within the region.
6.	In 2008 Council reviewed the existing contract provisions and approaches, in accordance with the policy direction provided by this Plan, for the operation of its waste management services. New contracts will be structured to encourage waste minimisation.
<b>Education And Promotion</b>	
7.	From 2006 Council has maintained a regular promotion and education programme by publicising reuse and recycling ventures and appropriate disposal options in regular columns in community newspapers, through leaflet drops and other suitable means (e.g. on standard refuse bags, by radio, press release or library notice boards).
8.	From 2006, Council has measured the performance of education and promotion policies by monitoring community awareness through a community feedback survey.
9.	Recognise and publicise the achievements of outstanding individuals, groups, businesses and industries that implement desirable solid waste management practices.
10.	Liaise with other Local Authorities in order to establish networks for education and promotion material.
11.	Produce waste minimisation information resources for schools. This may be coordinated with other Local Authorities and other organisations many of which have already produced some high quality material.
12.	Establish a database of information and advisory services on general solid waste management methods (not technical information) for both industrial and domestic sectors. Access may be by phone inquiry, internet connection or personal visit.
13.	Liaise with relevant community groups to promote the waste minimisation message and to enlist support.
14.	Establish and maintain continued active membership of appropriate associations, including WasteMINZ and RONZ and the Zero Waste NZ Trust.
15.	From 2005 Council has facilitated better solid waste management practice within the Council by implementing initiatives that are linked to practices that the Council seeks to promote in the community. Use the results for promotional material.

16.	Nurture existing and establish new relationships with the commercial sector within the District in order to develop, implement and promote cleaner production initiatives.
17.	Host an annual forum involving all parties (including key commercial operators) to review our waste minimisation targets and develop solutions to obstacles.
18.	Run a waste expo every two years to promote the minimisation message and to educate people on what is possible.
19.	A Waste Minimization officer was appointed in 2008, part of whose role is to educate the community and to co-ordinate the Council's waste minimization strategies.
<b>Solid Waste Reduction</b>	
20.	An in-house waste audit of the Council premises and associated operations and investigate ways to reduce waste was carried out in 2005. Use the results to demonstrate the environmental and financial benefits of carrying out waste audits to other businesses and set target reductions for continual improvement.
21.	At the end of 2005, Council adopted purchasing policies that favour products produced using cleaner production technologies or have recycling potential or contain a recycled content.
22.	Promote waste audits to businesses and organisations by emphasising the financial and environmental benefits of implementing cleaner production technologies. Distribute information on and facilitate waste audits through seminars, advertising and case studies (including results of Councils in-house auditing). This may be achieved by a coordinated regional approach with Horizons.
23.	Educate the public, which includes householder, industry and the commercial sector, about reducing the consumption of packaging material. Encourage the purchase of products that produce less waste or contain a recycled content and are recyclable. Support the introduction of container deposits. Support and encourage businesses to implement or enhance programmes where customers reuse their shopping bags. Support and encourage businesses to take back packaging and to take responsibility for the disposal of obsolete appliances.
24.	Develop a measurement program for identifying existing organic waste quantities by 2009 and further develop this to identify other organic waste quantities by 2010.
25.	By 2006 develop a measurement program for identifying existing construction and demolition waste quantities.
26.	Undertake community education, and associated monitoring, to reduce the spread of fly tipping (illegal dumping).
<b>Solid Waste Reuse And Recycling</b>	
27.	Provide funding for the establishment of community-based recycling and reuse programmes such as a resource recovery facility.
28.	Provide recycling and reuse systems when no other suitable organisations exist and when the provision of such services is proven to be economic, efficient and beneficial to the cause of waste minimisation. Such assessment will follow analysis of the waste stream (components and volumes), the nature of the recyclables markets and the development of appropriate management systems.
29.	Provide or administer recyclable collection and drop-off services for domestic recyclables for which there is a viable or potential market. At present these services consist of drop-off points and kerbside recycling but the development of the resource recovery facility is also to be considered.
30.	Keep the community up to date on recycling achievements through the use of advertising and newspaper articles and educate participants about other aspects of waste minimisation such as reduction, reuse and recovery.

31.	Regularly review the performance and continued operation of recycling collection systems and provide alternative, replacement or additional collection systems if appropriate. Collecting all recyclables every week is one possibility to be investigated by trials or otherwise was introduced from 2006.
32.	Continually improve signage at all Council facilities to explain procedures for waste separation, reuse and recycling and to incorporate the common logo.
33.	Investigate methods to achieve diversion of construction and demolition waste. These may include financial incentives to encourage recycling such as levies or introduce landfill bans on unsegregated construction and demolition waste.
34.	Investigate, promote, and support programmes for businesses e.g. cleaner production programmes, to ensure all materials for which there are a market are recycled and reused.
35.	Promote and support information sharing and investigate the establishment of a coordinated waste exchange network (including exchange register) for businesses, individuals and groups to exchange and reuse unwanted material.
36.	Promote the sustainability of the recycling process by encouraging end markets for recycled goods, including implementing a buy recycled purchasing policy within the Council.
37.	Use differential charges or levies as financial incentives to promote separation of recyclable materials from the waste stream.
38.	Modify the solid waste by-law to license waste operators and transfer stations in order to ensure that waste streams are separated and to obtain data relating to waste stream quantities and composition that may be used to prioritise and target the reduction of specific waste streams.
<b>Organic Resource Recovery</b>	
39.	During 2006/07, Council investigated the economics and feasibility of central composting or mulching for a wider region. This may achieve greater economies of scale that will assist in the viability of the operation.
40.	Support private sector initiatives, either community or commercially led, in composting in preference to acting as the prime service provider. This support may include assisting private enterprise in gaining resource consents for continued use of the Levin landfill for composting operations.
41.	Promote composting and worm farming, by the provision of information on how to compost.
42.	By 2010, investigate the success of the Palmerston North City's food waste collection trial generated by the commercial sector and establish how the system may be implemented in the urban areas of the Horowhenua District.
43.	By 2010, investigate the introduction of a District-wide food waste collection system.
44.	By 2010, investigate the introduction of a Council green waste collection system
45.	By 2010, investigate the success of the 'Worm Around' composting bins allocated to the 72 educational institutions throughout the Palmerston North City to determine if this programme should be implemented in the Horowhenua District.
46.	Consider the introduction of a ban on greenwaste or putrescibles from landfill.

<b>Hazardous Wastes</b>	
47.	Promote the identification, management, treatment and disposal of hazardous waste on a regional basis, led by Horizons.
48.	Investigate the potential for regional cooperation in developing a Hazardous Activities and Industry List and ensure that 50% of all sites have been subject to a rapid screening system in accordance with Ministry for the Environment guidelines by 2008.
49.	By 2010 ensure that all identified sites on the Hazardous Activities and Industry List have been subject to a rapid screening system in accordance with Ministry for the Environment guidelines.
50.	A system of hazardous waste identification and storage was maintained at landfills from 2006 and at transfer stations and the proposed resource recovery park in order to divert hazardous wastes to more satisfactory disposal options.
51.	A protocol for managing and reducing hazardous wastes will be developed by 2006. This may include passing bylaws that clearly state the rules for disposal of hazardous waste in the District.
52.	Support regional cooperation for collecting and destroying PCBs and organochlorine pesticide wastes by 2010
53.	Promote reduction of commercial hazardous and liquid wastes through education programmes, involvement in cleaner production programmes and disposal costs.
54.	Support regional cooperation in developing a strategy for reducing the average body burdens of dioxins to 10% of present day levels by 2020.
55.	Ensure disposal charges for hazardous and special wastes reflect the full costs of specialised handling, disposal and aftercare.
56.	Ensure that all transfer stations in the District have hazardous waste drop off facilities for batteries, fluorescent lights, paints, oil and solvents for example.
<b>Residual Solid Waste Collection And Disposal</b>	
57.	Ensure that Levin landfill is maintained and operated to the best practicable operating standards and in accordance with the resource consent conditions and other relevant legislation.
58.	Investigate amending the Solid Waste By-law to introduce a ban on mixed refuse to landfill by 2008 (or earlier if options become available), where mixed refuse is defined as "unsorted refuse containing materials that can be reused or recycled". Mixed refuse arriving at a transfer station or other drop-off point will be required to be sorted on-site and recyclable and reusable items taken out at the disposer's cost.
59.	In 2006 introduce a waste licensing system that requires private waste operators to provide separate collection systems and data on quantities and composition of the waste streams generated and processed in the Horowhenua was introduced.
60.	Make available at a fair price the use of the Levin Landfills to Local Authorities (and their agents) that have adopted zero waste policies.
<b>Cost Recovery</b>	
61.	Follow appropriate accounting procedures which enable the Council to identify the full costs of each aspect of the waste management system and which will aid in determining appropriate methods of costs recovery. These will then be implemented over a timeframe acceptable to the wider community.
62.	In 2006 user pays charges adequately reflected the full costs of waste treatment (including recycling and recovery) and long term residual disposal. Publicise reasons for cost recovery charges and the benefits of services provided so that the community can make informed decisions in managing their waste.
63.	Recover the costs of waste minimisation initiatives by a combination of rates and a levy on treatment and disposal charges where direct user charges for waste minimisation services cannot be implemented.

# Glossary

## Advocate

Council acts as an advocate when it represents the views and interests of the community to a range of organisations including government agencies and the Regional Council.

## Asset

An asset is an item of value owned by the Council on behalf of the people of Horowhenua. Examples are bank accounts, amounts owing by debtors, parks, roads, underground water mains, land, buildings, vehicles and computers.

## Asset Management Plan (Amp)

This is a long-term plan for managing an asset to ensure that capacity to provide a service is kept up and that costs over the life of the asset are kept to a minimum. The Council has such plans for all of its major assets including roading, water supply, wastewater disposal, parks and solid waste assets. The plans cover things like service standards, maintenance regimes and future developments.

## Capital Expenditure

Money spent with effect on the long-term rather than the short-term. Examples are to buy or build a new asset, or to improve the potential of an existing asset. Capital expenditure is generally expected to lead to a higher level of service to the community.

## Community Outcomes

Statements of the community's vision and goals for the future of the District. It is intended that these outcomes inform and co-ordinate the activities and planning of all sectors of the community (including the Council).

## Council-controlled Organisation (CCO)

An organisation that manages facilities and/or provides services on behalf of the Horowhenua community in which the Council directly or indirectly controls more than 50% of either the votes or the appointments of directors or trustees.

## Depreciation

The allocation of the cost of an asset over its estimated useful life.

## District Plan

The plan prepared by the Council under the Resource Management Act that manages, through rules, potential adverse impacts of subdivisions and land use on the environment.

## Financial Year

The Council's financial year starts on 1 July and ends on 30 June of the following year.

## General Rates

Rates that are used for general purposes, as distinct from Targeted Rates. General rates comprise rates based on land value and the UAGC.

## Projected Financial Statement

The 10-year plan for the Council's revenue and expenditure, cash flows and borrowing.

## Funding Impact Statement

An explanation of how the Council's funding requirements are proposed to be met through various mechanisms including rates.

## Governance

The way in which the Council engages with the community, how it makes decisions and the ways in which citizens can influence these processes.

## Infrastructure

Assets that form inalienable, physical links between or within communities. Examples are roading, water supply systems, wastewater disposal systems and stormwater drainage systems.

## Land Value

The value of land, excluding any improvements. For rating purposes, the Council contracts Quotable Value New Zealand to assess the land value of all properties every three years.

## Liability

Financial debts to third parties. Current liabilities are those due for payment within one financial year, and non-current liabilities are those due in the longer-term.

## Long Term Council Community Plan (LTCCP)

A long-term (10-year) plan that describes community outcomes and the activities of the Council, and provides a long-term focus for the decisions and activities of the Council.

## Operating Costs

The costs of running the Council in the short-term. Examples are the costs of maintaining assets, employing staff and the interest costs of loans.

## Performance Target

A measure that shows how well Council is doing in achieving the goals that it set for itself.

## Rates

Property taxes collected by the Council, which help fund the services that the Council provides to the community.

## Renewal Expenditure

The cost of replacing components of existing assets to restore them to their original condition. Examples are the replacement of old water mains and the resealing of roads.

## Revenue

Income. Examples are rates, dog registration fees, building permit fees, subsidies, rental income and interest on investments.

## Significance

The degree of importance of an issue under consideration, as assessed by the Council in terms of its likely consequences for the current and future well-being of the community.

## Stormwater

Rain that runs off properties and roads.

## SUIPs

Abbreviation for the separately used or inhabited parts of a rating unit. SUIPs form the basis of assessing several rates on individual properties.

## Sustainability

The use of natural, social and physical resources in such a way that takes care of current needs and allows for the ongoing use of those resources for future generations.

## Targeted Rates

Any rate other than a general rate, targeted at users or beneficiaries of a particular service. Examples are rates for solid waste, water supply and wastewater.

## Uniform Annual General Charge (UAGC)

A fixed-sum rate payable by all properties as part of their contribution to general rates. There are statutory rules whereby the UAGC is not payable on contiguous properties – where two or more properties are next to each other, owned by the same ratepayer, used for a common purpose.

## Wastewater

The liquid waste from a property. Examples are sewage, grey water and trade waste.

